

UNITED STATES AIR FORCE

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AD-A198 604

# OCCUPATIONAL SURVEY REPORT



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SUPPLY CAREER FIELD

AFSC 645XX

AFPT 90-645-516

JULY 1988

OCCUPATIONAL ANALYSIS PROGRAM  
USAF OCCUPATIONAL MEASUREMENT CENTER  
AIR TRAINING COMMAND  
RANDOLPH AFB, TEXAS 78150-5000

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	<u>OSR</u>	<u>ANL</u> <u>EXT*</u>	<u>TNG</u> <u>EXT**</u>	<u>JCH</u> <u>EXT**</u>
AFHRL/MODS	2	1 set (m)	1 set (m)	
AFHRL/ID	1	1 set (m)	1 set (m/h)	
AFLMC/LGS	1		1 set	
AFLMC/XR	1		***	
AFMPC/DPMRPQ1	2			
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HQ AFISC/DAP	2			
HQ AFLC/MPCA	3		3 sets	
HQ AFSC/MPAT	3		3 sets	
HQ ATC/DPAE	1		1 set	
HQ ATC/TTOA	2		1 set	
HQ MAC/DPAT	3		3 sets	
HQ MAC/TTGT	1		1 set	
HQ PACAF/TTGT	1		1 set	
HQ PACAF/DPAT	3		3 sets	
HQ SAC/DPAT	3		3 sets	
HQ SAC/TTGT	1		1 set	
HQ TAC/DPATJ	3		3 sets	
HQ TAC/TTGT	1		1 set	
HQ USAF/LEYS	1		1 set	
HQ USAF/DPPE	1			
HQ USAFE/DPAT	3		3 sets	
HQ USAFE/TTGT	1		1 set	
HQ USMC (CODE TPI)	1			
NODAC	1			
3400 TCHTW/TTGX (LOWRY AFB CO)	5	3 sets	5 sets	5
3400 TCHTW/TTS (LOWRY AFB CO)	1		1 set	
3440 TCHTG/TTMXS (LOWRY AFB CO)	2		2 sets	
DET 5, USAFOMC (LOWRY AFB CO)	1	1 set	1 set	1
USAFOMC/OMYXL	10	2 sets (m)	5 sets	10
3507 ACS/DPKI	1			

m = microfiche only  
h = hard copy only

\* A set contains 1 extract for each of the 3 AFSCs and 1 for the jobs identified in the career field

\*\* A set contains 1 extract for each of the 3 AFSCs

\*\*\* AFSC 645X0 extract only

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## PREFACE

This Occupational Survey Report (OSR) presents the results of a detailed Air Force occupational survey of the Supply (AFSC 645XX) career field, including the AFSC 645X0, Inventory Management; AFSC 645X1, Materiel Storage and Distribution; and AFSC 645X2, Supply Systems Analysis, career ladders. Authority for conducting occupational surveys is contained in AFR 35-7. Computer products used in this report are available for use by operations and training officials.

The survey instrument for this project was developed by First Lieutenant John F. Thompson, Occupational Analyst. Ms Olga Velez provided computer support for the project. First Lieutenant Jose E. Caussade, Occupational Analyst, analyzed the data and wrote the final report. Administrative support was provided by Ms Raquel A. Soliz. This report has been reviewed and approved by Lieutenant Colonel Thomas E. Ulrich, Chief, Airman Analysis Branch, Occupational Analysis Division, USAF Occupational Measurement Center.

Copies of this report are distributed to Air Staff sections, major commands, and other interested training and management personnel (see distribution on page i). Additional copies are available upon request to the USAF Occupational Measurement Center, Attention: Chief, Occupational Analysis Division (OMY), Randolph Air Force Base, Texas 78150-5000.

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## SUMMARY OF RESULTS

1. Survey Coverage: Survey results are based on responses from a representative sample of 3,751 AFSC 645XX personnel. This was broken down into 2,475 AFSC 645X0 personnel, 1,096 AFSC 645X1 career ladder members, and 180 AFSC 645X2 personnel.

2. Specialty Structure: The analysis showed that the Supply career field consists of a large number of jobs (31). Most of these jobs are distinct in the functions they perform, with each career ladder largely possessing their own distinct duties. AFSC 645X0 career ladder personnel exhibited the greatest amount of diversity. An individual entering this career ladder can work in any one of over 20 different jobs. Although fewer AFSC 645X1 jobs were identified, this career ladder also displayed a good deal of diversity. Only in AFSC 645X2 was there found any large degree of homogeneity, with most career ladder personnel working in one major job involving computer system operations.

3. Career Ladder Progression: In each of the three Supply career ladders, 3- and 5-skill level personnel are performing essentially the same functions, with a slight increase at the 5-skill level in supervisory and administrative responsibilities. While supervisory tasks are the most commonly performed tasks by 7-skill level personnel, much of their time is still spent in "hands on" technical duties. AFR 39-1 Specialty Descriptions generally are very descriptive of each career ladder's responsibilities, although several jobs were not covered in the AFSC 645X0 description.

4. Training Analysis: An evaluation of AFSC 645X0 and 645X1 training documents reveals many areas not supported by survey data. An alternative approach in examining these documents is suggested. This approach, using percent members performing data across jobs, lends support to many additional areas. AFSC 645X2 STS and POI were both generally supported by survey data. Several computer systems operations tasks, however, were not matched to either document and thus need to be reviewed for possible inclusion. Personnel responsible for career ladder training should closely examine data from all the training documents to ensure representative training for each career ladder.

5. Job Satisfaction: AFSC 645X2 personnel expressed the highest positive job satisfaction indicators of all the Supply career ladders. This was followed by AFSC 645X0 airmen who generally had slightly higher job satisfaction indicators than a comparative sample of similar career ladders. AFSC 645X1 career ladder members displayed the lowest job satisfaction indicators, rating lower than the comparative samples in the 1-48 and 49-96 TAFMS groups. In all three AFSCs, job satisfaction indicators tended to increase with experience, with AFSC 645X1 personnel showing a marked increase.

6. Implications: The most obvious finding of this survey is the extreme diversity of jobs within the Supply career field. This was especially evident in AFSC 645X0 and 645X1 career ladders, with AFSC 645X2 career ladder demonstrating the greatest amount of homogeneity. The biggest impact of this

diversity is on AFSC 645X0 and 645X1 career ladder training documents and programs. Very little support was found for their respective STSs and the DAFSC 64530 POI, applying the guidelines outlined in ATCR 52-22. Career field managers need to contemplate future training directions for the Supply career field, especially concerning AFSC 645X0. If the guidelines set forth in ATCR 52-22 were followed, the logical conclusion would be to eliminate the 645X0 3ABR course. Several options are available for consideration and all should be examined thoroughly. If formal ABR training is still preferred for those entering the AFSC 645X0 career ladder, special data printouts are available in the Training Extract to assist in arriving at good cost-effective training.

OCCUPATIONAL SURVEY REPORT  
SUPPLY CAREER FIELD  
(AFSC 645XX)

INTRODUCTION

This report summarizes the results of an occupational survey of the three career ladders contained within the Supply (AFSC 645XX) career field. These three career ladders include Inventory Management (AFSC 645X0), Materiel Storage and Distribution (AFSC 645X1), and Supply Systems Analysis (AFSC 645X2). The survey was requested by the Training Development Services Division of the USAF Occupational Measurement Center (USAF OMC/OMT) to gather data for determining training needs. The Supply career field was last surveyed in July 1978.

Background

The Inventory Management career ladder (AFSC 645X0) is responsible for accomplishing item and monetary accounting and inventory stock control, financial planning, funds control, requirements computation, determination of allowances, and research and identification of supplies and equipment. The Materiel Storage and Distribution career ladder (AFSC 645X1) primarily deals with the storage, inspection, maintenance, and distribution of property and supplies arriving to or departing from the particular Supply organization's area of responsibility. The Supply Systems Analysis career ladder (AFSC 645X2) manages the flow of data between Supply and concerned parties regarding the transfer, purchase, and ordering of supply account property. Additionally, they operate the computer hardware associated with this data management. This specialty is a lateral career ladder, and an individual must be qualified at the 5-skill level and have a minimum of 3 years experience in AFSC 645X0 or 645X1 for entry into the AFSC 645X2 career ladder.

Initial training for AFSC 645X0 personnel is provided in a 6-week, 4-day Category "A" course at Lowry AFB CO. This course, G3ABR64530, includes instruction on publications, demand processing, maintenance support, stock control, Air Force Equipment Management System (AFEMS), War Reserve Materiel (WRM), retail outlets, and operations of supply input and output devices. Entry-level training for the AFSC 645X2 career ladder is also provided at Lowry AFB. This 8-week, 2-day Category "A" course, G3ALR64532, introduces personnel to the S1100/60 computer, trains personnel on the operation of the Remote Processing Station (RPS), instructs on types of software, and gives knowledge of the supply systems career field and the standard base supply system. Personnel in AFSC 645X1 career ladder are assigned directly to their duty station from basic training, and all initial training is provided through formal OJT.



Since this report covers three separate career ladders, the report is divided into five sections. The first section deals with the career ladder structure utilizing the total sample of AFSCs 645X0, 645X1, and 645X2 personnel.

Sections II, III, and IV discuss the separate ladders, encompassing topics such as: analysis of DAFSC groups and analysis of career ladder documents, such as AFR 39-1 Specialty Descriptions; Specialty Training Standards; and Plans of Instruction (where applicable). Section V will highlight analysis of major command comparisons, analysis of job satisfaction data from each career ladder, and survey implications.

## SURVEY METHODOLOGY

### Survey Development

Data for this survey were collected using USAF Job Inventory AFPT 90-645-516, dated November 1986. After reviewing pertinent career ladder publications and tasks from previous survey instruments, the inventory developer prepared a preliminary task list. This task list was then refined and validated through personal interviews with almost 300 subject-matter experts at 17 different bases to ensure a comprehensive sample of the various functions performed within the three AFSC 645XX career ladders. The locations selected for visits and the reasons for their selection are listed below:

Lowry AFB CO	Technical Training Center for AFSCs 645X0 and 645X2 training courses.
Gunter AFS AL	Standard Systems Center (SSC) location.
Keesler AFB MS	Representative of Base Supply services at both a Tech Training Center and an operational MAC Wing.
Eglin AFB FL	Covers Base Supply Services at an operational Test Wing and various Reserve units.
Grand Forks AFB ND	Dual Wing SAC base with an extremely large supply account; maintains one of the few automated warehouses in the Air Force.
Davis-Monthan AFB AZ	Base handling a variety of weapons systems; home of AFLC "Bone Yard," which houses all deactivated USAF aircraft for spare part uses. Typical TAC base.

Edwards AFB CA	Unique flying and lab functions, as well as many Materiel Control-type jobs (AFSC).
Castle AFB CA	Representative of a medium-sized SAC base.
Travis AFB CA	Largest CONUS Supply Organization. Designated as a Forward Supply Point, and supplies PACAF bases with any designated property or supplies.
Pope AFB NC	Typical MAC base; also involved with Tactical Airlift and Joint Service (Army) support functions.
Langley AFB VA	Large TAC representative base; HQ TAC also employs Supply personnel in MAJCOM-level positions.
McGuire AFB NJ	Strategic Airlift mission base.
Wright-Patterson AFB OH	AFLC base; also involved in lab support.
Plattsburgh AFB NY	Medium-sized SAC base.
Pease AFB NH	SAC base with an Air Division; unique SAC Supply mission.
England AFB LA	TAC base with a typical Supply environment.
Randolph AFB TX	HQ ATC MAJCOM Supply personnel interviewed.

The final job inventory consisted of 1,379 tasks divided into 26 functional areas or duties. The inventory also contained a background section which includes questions on equipment use, grade, TAFMS, and job title.

#### Survey Administration

From March through August 1987, survey control officers at Consolidated Base Personnel Offices worldwide distributed the inventory to a random sample of AFSC 645XX personnel. Participants were selected from a computer-generated mailing list provided by the Air Force Human Resources Laboratory.

To complete the survey, each incumbent first answered the background questions, then marked the tasks he or she performed. Finally, the incumbent rated each task performed according to the relative time spent performing that task. Ratings range from 1 (a very small amount of time spent) to 9 (a very large amount of time spent). As part of the computer analysis, all of an incumbent's ratings are combined and the total is assumed to represent 100 percent of the individual's time on the job. Each rating is then divided by this total and multiplied by 100 to give the relative percent time spent for each task. Using these figures, analysis compares tasks in terms of the relative percent time spent performing them.

### Survey Sample

With over 25,000 members assigned to the three Supply career ladders, a random stratified selection process was used to select career field members as survey participants and to ensure there was a proportional representation of major commands and military paygrades in the sample. A total of 5,220 incumbents were randomly selected to receive a job inventory booklet. Table 1 reflects the distribution, by MAJCOM, as of November 1986, of the assigned population, as well as the distribution across the final survey sample. The 3,751 respondents in the final sample represent 72 percent of those receiving inventory booklets.

### Task Factor Administration

In addition to collecting task performance data, part of the survey administration process involves collecting task factor ratings of task difficulty (TD) and training emphasis (TE). These ratings are collected from senior NCOs randomly selected to represent their career ladder, and are processed separately from task performance data.

Task Difficulty (TD) refers to the length of time required for the average job incumbent to learn to do a task. To complete the TD booklet, each senior NCO rated inventory tasks with which they were familiar on a 9-point scale, ranging from extremely low relative difficulty (a rating of 1) to extremely high relative difficulty (a rating of 9). Separate ratings were computed for each career ladder. The interrater reliability of the TD data provided by 71 AFSC 645X0 NCOs was .94. The 145 AFSC 645X1 NCOs providing TD ratings had an interrater reliability of .98. Forty-four AFSC 645X2 NCOs provided TD ratings and attained an interrater reliability of .91. These interrater reliabilities all indicated a good-to-excellent degree of agreement. Each of these sets of TD ratings was adjusted to give a rating of 5.00 to a task of average difficulty, with a standard deviation of 1.00. The TD ratings provide a rank-ordered listing of the tasks in the inventory by degree of difficulty.

Training Emphasis (TE) refers to the importance of structured training (through resident technical schools, field training detachments, formal CBT, etc.) of particular tasks for first-enlistment personnel. Individuals completing TE booklets rated tasks on a 10-point scale, ranging from a blank (no training emphasis) to 9 (extremely heavy training required). The TE ratings provide a rank-ordered listing of tasks from high to low training emphasis. Separate ratings were computed for each career ladder.

The interrater reliability for the 84 NCOs in AFSC 645X0 was .94. The average TE rating was 1.88, with a standard deviation of 1.20. Tasks rated above 3.08 are considered high in TE for AFSC 645X0 first-enlistment personnel. The 32 AFSC 645X1 TE raters had an interrater reliability of .92, with an average TE rating of 1.28 and a standard deviation 1.34. Tasks above 2.62 are considered high in TE for AFSC 645X1 first-terms. AFSC 645X2 TE ratings were provided by 44 AFSC 645X2 NCOs. They had an interrater reliability of .97, with an average of 1.30 and a standard deviation of 1.77. High training

TABLE 1

## COMMAND DISTRIBUTION OF SURVEY SAMPLE

COMMAND	AFSC 645X0		AFSC 645X1		AFSC 645X2	
	PERCENT OF ASSIGNED	PERCENT OF SAMPLE	PERCENT OF ASSIGNED	PERCENT OF SAMPLE	PERCENT OF ASSIGNED	PERCENT OF SAMPLE
AAC	2%	3%	3%	3%	1%	2%
AFCC	4%	4%	•	•	6%	8%
USAFE	16%	14%	17%	17%	16%	9%
AFLC	3%	3%	3%	3%	5%	3%
AFSC	3%	4%	2%	2%	7%	9%
ATC	6%	6%	6%	6%	9%	9%
MAC	14%	14%	14%	15%	11%	11%
PACAF	7%	7%	10%	7%	10%	10%
SAC	18%	18%	22%	25%	27%	27%
TAC	23%	21%	21%	18%	16%	14%

AFSC 645X0	AFSC 645X1	AFSC 645X2
16,644	7,866	1,155
3,373	1,616	731
2,475	1,096	180
158	142	142
732	682	782

Total Assigned

Total Eligible Selected for Survey\*\*

Total in Sample

Percent of Assigned in Sample

Percent of Eligible Selected in Sample

Total Assigned (All AFSC 645XX Personnel) - 25,065

Total AFSC 645XX Personnel in Final Sample - 3,751

Percent of Total AFSC 645XX Personnel in Sample - 15%

\* Indicates less than 1 percent

\*\* Stratified random sample (excludes persons in PCS status, hospital, or less than 6 weeks of the job)

emphasis for AFSC 645X2 first-enlistment personnel is 3.07. As was the case with the TD interrater reliabilities, all three career ladders displayed good to excellent degrees of agreement.

When used in conjunction with other information, such as percent members performing, TD and TE ratings can provide insight into training requirements. Such insight may help validate lengthening or shortening portions of instruction supporting AFSC-needed knowledges or skills.

## SECTION I

### SPECIALTY JOBS (Career Ladder Structure)

An important function of the USAF Occupational Analysis Program is examining a career ladder's structure. Based on incumbent responses to the survey, analysis identifies groups of incumbents spending similar amounts of time performing similar tasks. Individuals performing many of the same tasks and spending similar amounts of time on those tasks group together to describe a job performed in the career ladder. In this way, analysis identifies the basic structure of the career ladder, in terms of the jobs performed, and their relationship to each other. This analysis provides a foundation for evaluating other aspects of the career ladder, such as personnel classification, AFR 39-1 Specialty Descriptions, and training considerations.

#### Specialty Structure Overview

The jobs identified in the AFSC 645XX career field cover a great many different duties. The career field is very heterogeneous, with an individual coming out of the technical school (or directly assigned to their duty station) liable to be assigned to any one of a number of jobs, depending on the career ladder. This is especially true for the AFSC 645X0 career ladder, which had the largest number of jobs identified. The AFSC 645X1 and 645X2 career ladders showed less diversity, with the AFSC 645X2 career ladder exhibiting the most homogeneity. The stage (STO) or group (GRP) number refers to computer-printed information; the number of personnel in the group is represented by the letter N. Figure 1 illustrates the jobs identified in this survey.

- I. MATERIEL CONTROL/UNIT SUPPLY PERSONNEL (GRP161, N=383)
- II. COMBAT ORIENTED SUPPLY ORGANIZATION (COSO) PERSONNEL (GRP164, N=57)
- III. SUPERVISORY PERSONNEL (GRP162, N=344)

# AFSC 645XX SPECIALTY JOBS

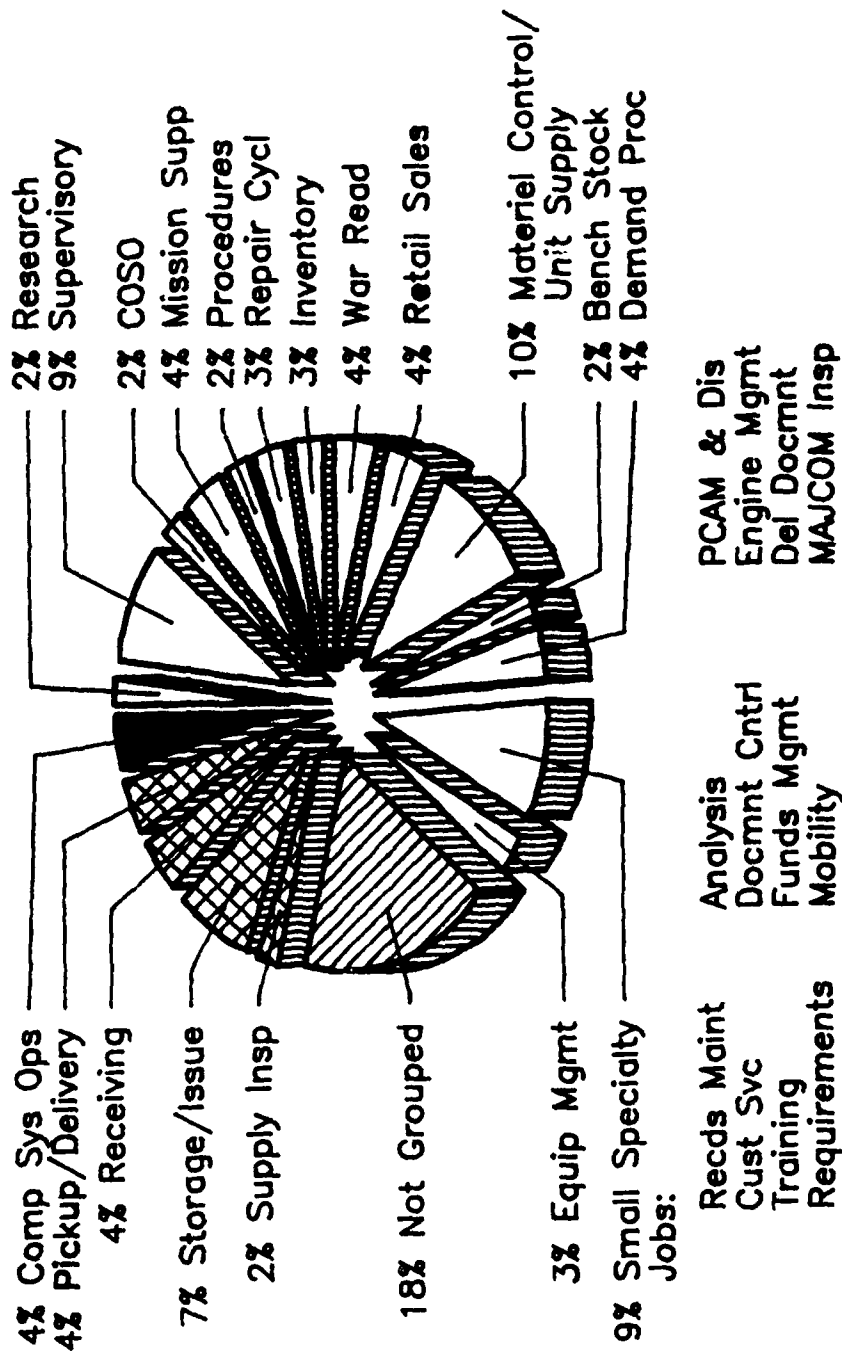


Figure 1

- IV. DEMAND PROCESSING PERSONNEL (GRP163, N=142)
- V. RESEARCH SPECIALISTS (ST0357, N=65)
- VI. RECORDS MAINTENANCE PERSONNEL (ST0415, N=47)
- VII. MISSION SUPPORT (MICAP) PERSONNEL (ST0401, N=141)
- VIII. CUSTOMER SERVICE PERSONNEL (ST0380, N=50)
- IX. TRAINING PERSONNEL (ST0431, N=34)
- X. STOCK CONTROL PERSONNEL (ST0155, N=76)
- XI. REQUIREMENTS PERSONNEL (ST096, N=25)
- XII. EQUIPMENT MANAGEMENT PERSONNEL (ST0305, N=113)
- XIII. PROCEDURES PERSONNEL (ST0515, N=67)
- XIV. MAJCOM INSPECTION PERSONNEL (ST0711, N=10)
- XV. ANALYSIS PERSONNEL (ST0836, N=12)
- XVI. DOCUMENT CONTROL PERSONNEL (ST0272, N=56)
- XVII. FUNDS MANAGEMENT PERSONNEL (ST01100, N=15)
- XXVIII. INVENTORY PERSONNEL (ST01030, N=101)
- XIX. WAR READINESS PERSONNEL (ST0459, N=144)
- XX. MOBILITY PERSONNEL (ST0209, N=25)
- XXI. PUNCH CARD ACCOUNTING MACHINES (PCAM) AND DISTRIBUTION PERSONNEL (ST0991, N=44)
- XXII. ENGINE MANAGEMENT PERSONNEL (ST0120, N=11)
- XXIII. RETAIL SALES PERSONNEL (ST0276, N=141)
- XXIV. REPAIR CYCLE PERSONNEL (ST0191, N=126)
- XXV. BENCH STOCK PERSONNEL (ST0409, N=75)
- XXVI. DELINQUENT DOCUMENT MONITOR (ST0509, N=10)
- XXVII. SUPPLY INSPECTORS (ST0346, N=83)
- XXVIII. STORAGE AND ISSUE PERSONNEL (GP0165, N=244)

XXIX. RECEIVING PERSONNEL (GP0166, N=137)

XXX. PICKUP AND DELIVERY PERSONNEL (ST0229, N=164)

XXXI. COMPUTER SYSTEMS OPERATIONS PERSONNEL (ST0301, N=143)

Eighty-two percent of the survey respondents grouped into the above jobs. The remainder of the sample did not perform functions similar enough to group together or performed so few tasks in the inventory that their job could not be described.

### Group Descriptions

The following paragraphs briefly describe the different jobs identified in the analysis. As much as possible, they will be presented by AFSC. Thus, AFSC 645X0 jobs will be discussed first, followed by AFSC 645X1 jobs, and finally, AFSC 645X2 jobs. Table 2 provides selective background data on these groups. For a more detailed listing of representative tasks and a summary of background data on these groups and the jobs within these groups, see Appendix A.

I. MATERIEL CONTROL/UNIT SUPPLY PERSONNEL (GRP0161). The airmen in this large group distinguish themselves from most other Supply career field jobs by functioning outside of Base Supply. Materiel Control personnel are primarily assigned to maintenance, communication, transportation, and civil engineering units. They act as a liaison between Base Supply and the units, ensuring close coordination between the two functions. Unit Supply Personnel manage the supply needs of the unit they are assigned to, handling the demands given to base supply by the unit. Members spend much of their time on tasks which revolve around maintaining and researching records, files, publications, and reports, which accounts for over 17 percent of their total job time. This group performs an average of 98 tasks. Representative tasks include:

- research MCRL publications
- research ML-C publications
- interpret daily document registers (D04 report)
- interpret priority monitor reports (D18 report)
- prepare AF Forms 2005 (Issue/Turn in Request)
- research IL publications

These personnel average over 9 years TAFMS. Ninety-five percent of this group are AFSC 645X0 personnel, with most of these (54 percent) being 5-skill level individuals. While most individuals in this job called themselves materiel control personnel, a number of other job titles were also found, most representing Supply career field functions performed outside the base supply system. These include furnishings management, housing supply, food service supply, and resource advisor.



TABLE 2

## SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

	MATERIEL CONTROL/ UNIT SUPPLY		CSO		SUPERVISORY PERSONNEL		DEMAND PROCESSING PERSONNEL		RESEARCH SPECIALISTS		RECORDS MAINTENANCE PERSONNEL		MISSION SUPPORT PERSONNEL		CUSTOMER SERVICE PERSONNEL	
	PERSONNEL		PERSONNEL		PERSONNEL		PERSONNEL		PERSONNEL		PERSONNEL		PERSONNEL		PERSONNEL	
NUMBER IN GROUP	383		57		344		142		65		47		141		50	
PERCENT OF SAMPLE	10%		2%		9%		4%		2%		1%		4%		1%	
AVERAGE NUMBER OF TASKS	58		107		134		69		38		63		95		57	
MAJCOM (PERCENT):**																
AAC	4%		0%		4%		3%		5%		0%		4%		6%	
AFCC	14%		0%		2%		1%		8%		0%		0%		0%	
USAFE	9%		25%		17%		11%		6%		26%		11%		16%	
AFLC	2%		0%		3%		1%		5%		0%		6%		2%	
AFSC	5%		0%		2%		6%		5%		0%		1%		2%	
ATC	5%		0%		4%		5%		5%		11%		6%		10%	
NAC	15%		2%		13%		20%		28%		4%		17%		8%	
PACAF	7%		0%		4%		6%		11%		11%		13%		6%	
SAC	12%		5%		28%		17%		28%		28%		20%		22%	
TAC	16%		65%		15%		9%		15%		10%		23%		14%	
DAFSC (PERCENT):																
64530	6%		2%		*		12%		5%		13%		6%		4%	
64550	54%		60%		23%		74%		65%		70%		65%		54%	
64570	36%		35%		55%		13%		25%		17%		28%		40%	
64531	*		0%		*		0%		0%		0%		0%		0%	
64551	3%		0%		5%		1%		0%		0%		*		0%	
64571	1%		4%		14%		0%		2%		0%		0%		0%	
64532	0%		0%		0%		0%		0%		0%		0%		0%	
64552	0%		0%		**		0%		0%		0%		0%		2%	
64572	0%		0%		2%		0%		0%		0%		0%		0%	
AVERAGE T1CF (MOS)	103		51		145		47		79		60		77		100	
AVERAGE TAFMS (MOS)	108		95		159		50		83		68		83		105	
PERCENT FIRST ENLISTMENT	32%		23%		11%		72%		43%		57%		50%		28%	

\* Less than 1 percent

\*\* Only predominant MAJCOMs displayed

TABLE 2 (CONTINUED)  
SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

NUMBER IN GROUP PERCENT OF SAMPLE AVERAGE NUMBER OF TASKS	TRAINING		STOCK		REQUIREMENTS		EQUIPMENT		PROCEDURES		MAJCOM		ANALYSIS		DOCUMENT	
	PERSONNEL	PERSONNEL	CONTROL	PERSONNEL	PERSONNEL	PERSONNEL	MANAGEMENT	PERSONNEL	PERSONNEL	PERSONNEL	INSPECTION	PERSONNEL	PERSONNEL	PERSONNEL	CONTROL	PERSONNEL
34	34	76	25	113	67	10	12	56	12	56	12	56	12	56	12	56
*	*	2%	*	3	2	*	3	2	*	1%	*	1%	*	1%	*	1%
69	69	49	39	74	75	45	74	75	45	16	45	16	16	31	31	31
MAJCOM (PERCENT): **																
MAC	3%	4%	8%	3%	1%	0%	3%	1%	0%	0%	0%	0%	0%	0%	0%	0%
AFCC	0%	1%	0%	*	1%	1%	*	1%	1%	0%	10%	0%	0%	0%	0%	0%
USAFE	15%	24%	16%	19%	16%	10%	19%	16%	10%	25%	10%	25%	25%	7%	7%	7%
AFLC	0%	5%	4%	*	0%	0%	*	0%	0%	0%	0%	0%	0%	0%	0%	0%
AFSC	3%	1%	0%	3%	1%	1%	3%	1%	1%	0%	0%	0%	0%	0%	0%	0%
ATC	26%	7%	12%	5%	7%	7%	5%	7%	7%	8%	30%	8%	8%	9%	25%	25%
MAC	12%	11%	8%	10%	12%	13%	10%	12%	13%	8%	0%	8%	8%	5%	5%	5%
PACAF	9%	7%	8%	12%	8%	25%	12%	8%	25%	17%	10%	17%	17%	25%	25%	25%
SAC	15%	21%	8%	23%	8%	18%	23%	8%	18%	33%	10%	33%	33%	20%	20%	20%
TAC	15%	16%	36%	22%	18%	18%	22%	18%	18%	18%	10%	18%	18%	20%	20%	20%
DAFSC (PERCENT):																
64530	3%	12%	20%	4%	0%	0%	4%	0%	0%	0%	0%	0%	0%	0%	0%	0%
64550	38%	83%	60%	73%	16%	0%	73%	16%	0%	75%	0%	75%	75%	7%	7%	7%
64570	41%	5%	20%	23%	73%	100%	23%	73%	100%	17%	100%	17%	17%	7%	7%	7%
64531	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
64551	12%	0%	0%	0%	1%	0%	0%	1%	0%	0%	0%	0%	0%	0%	0%	0%
64571	6%	0%	0%	0%	4%	0%	0%	4%	0%	0%	0%	0%	0%	0%	0%	0%
64532	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
64552	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
64572	0%	0%	0%	0%	4%	0%	0%	4%	0%	0%	0%	0%	0%	0%	0%	0%
AVERAGE T1CF (MOS)	109	36	43	67	148	174	67	148	174	75	174	75	75	39	39	39
AVERAGE TAFMS (MOS)	119	39	45	73	160	187	73	160	187	86	187	86	86	46	46	46
PERCENT FIRST ENLISTMENT	15%	83%	80%	50%	3%	0%	50%	3%	0%	42%	0%	42%	42%	77%	77%	77%

\* Less than 1 percent  
\*\* Only predominant MAJCOMs displayed

TABLE 2 (CONTINUED)  
SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

	FUNDS MANAGEMENT PERSONNEL	INVENTORY PERSONNEL	WAR READINESS PERSONNEL	MOBILITY PERSONNEL	PCAM AND DISTRIBUTION PERSONNEL	ENGINE MANAGEMENT PERSONNEL	RETAIL SALES PERSONNEL	REPAIR CYCLE PERSONNEL
NUMBER IN GROUP	15	101	144	25	44	11	141	126
PERCENT OF SAMPLE	*	3%	4%	*	1%	*	4%	3%
AVERAGE NUMBER OF TASKS	49	71	105	45	24	48	83	95
MAJCOM (PERCENT):**								
PAC	0%	3%	3%	0%	5%	18%	1%	3%
AFCC	0%	0%	3%	0%	0%	0%	1%	0%
USAFE	33%	19%	12%	12%	9%	27%	21%	7%
AFELC	0%	4%	1%	16%	2%	0%	3%	2%
AFSC	7%	4%	2%	8%	2%	0%	2%	2%
ATC	0%	5%	0%	4%	9%	0%	10%	7%
PAC	7%	14%	22%	16%	11%	0%	15%	12%
PACAF	0%	4%	10%	4%	7%	0%	4%	6%
SAC	27%	26%	17%	8%	30%	9%	25%	25%
TAC	20%	21%	29%	32%	23%	45%	17%	24%
DAFSC (PERCENT):								
64530	0%	7%	6%	8%	7%	0%	7%	5%
64550	87%	58%	38%	48%	82%	55%	50%	35%
64570	7%	20%	13%	8%	2%	45%	16%	10%
64531	0%	0%	3%	4%	0%	0%	5%	2%
64551	6%	9%	35%	20%	5%	0%	2%	24%
64571	0%	6%	5%	12%	0%	0%	2%	7%
64532	0%	0%	0%	0%	0%	0%	0%	0%
64552	0%	0%	0%	0%	5%	0%	0%	0%
64572	0%	0%	0%	0%	0%	0%	0%	0%
AVERAGE T1CF (MOS)	63	72	63	69	37	100	66	62
AVERAGE TAFMS (MOS)	64	75	68	76	43	162	67	65
PERCENT FIRST ENLISTMENT	60%	52%	53%	56%	75%	0%	60%	50%

\* Less than 1 percent  
\*\* Only predominant MAJCOMs displayed

TABLE 2 (CONTINUED)  
SELECTED BACKGROUND DATA FOR SPECIALTY JOBS

NUMBER IN GROUP PERCENT OF SAMPLE AVERAGE NUMBER OF TASKS	BENCH STOCK PERSONNEL	DELINQUENT DOCUMENT MONITOR	SUPPLY INSPECTORS	STORAGE AND ISSUE PERSONNEL	RECEIVING PERSONNEL	PICKUP AND DELIVERY PERSONNEL	COMPUTER SYSTEMS OPERATIONS PERSONNEL
	75 2% 61	10 * 27	83 27 103	244 77 84	137 4% 74	164 4% 39	143 4% 15
MAJCOM (PERCENT):**							
AAC	4%	0%	1%	4%	4%	5%	3%
AFCC	0%	0%	0%	*	0%	0%	4%
USAFE	20%	10%	17%	14%	22%	21%	11%
AFLC	5%	0%	2%	3%	1%	2%	4%
AFSC	1%	10%	1%	2%	1%	4%	4%
ATC	12%	0%	5%	6%	8%	7%	8%
MAC	9%	20%	18%	16%	8%	13%	13%
PACAF	7%	0%	8%	6%	7%	4%	5%
SAC	19%	30%	18%	26%	26%	32%	24%
TAC	17%	30%	27%	19%	21%	11%	10%
DAFSC (PERCENT):							
64530	3%	0%	0%	0%	0%	1%	0%
64550	37%	30%	2%	2%	1%	5%	2%
64570	17%	0%	0%	1%	1%	1%	0%
64531	8%	0%	1%	12%	9%	11%	0%
64551	29%	70%	57%	67%	63%	68%	*
64571	5%	0%	40%	18%	25%	13%	0%
64532	0%	0%	0%	0%	0%	0%	6%
64552	0%	0%	0%	0%	0%	0%	57%
64572	0%	0%	0%	0%	0%	0%	34%
AVERAGE TFC (MOS)	70	44	103	66	73	57	73
AVERAGE TAFMS (MCS)	78	46	114	71	84	65	126
PERCENT FIRST ENLISTMENT	51%	70%	18%	56%	44%	54%	43%***

\* Less than 1 percent  
\*\* Only predominant MAJCOMs displayed  
\*\*\* Percent first assignment

II. COMBAT ORIENTED SUPPLY ORGANIZATION (COSO) PERSONNEL (GRP0164). The job incumbents in this group are similar to Materiel Control/Unit Supply Personnel in that they are assigned to squadrons outside of base supply. COSO is a TAC initiative where COSO personnel act as a "mini-supply" point, taking care of the supply needs of the squadrons they are in. As such, many of their functions involve demand processing. Performing operations support functions account for almost 17 percent of their total job time. They perform an average of 107 tasks, which include:

- process AF Forms 2005 (Issue/Turn in Request)
- research MCRL publications
- process backorders and due-outs
- prepare DD Forms 1348-1 (DOD Single Line Item Release/ Receipt Document) during post-post conditions
- maintain stock number directories
- monitor priority listings (D18 report)
- establish backorders on verified expedite requests
- obtain verification (of urgency of need (UND) A and B requests) when items are not available for issue

Personnel in this job average just under 8 years TAFMS. Most are AFSC 645X0 individuals (96 percent), with 60 percent of these being qualified at the 5-skill level. As expected, most are utilized by TAC (65 percent), while several others are utilized by USAFE (25 percent).

III. SUPERVISORY PERSONNEL (GP00162). These are the NCOICs and supervisors of the career field whose major duties are supervisory and administrative in nature. Fifty-nine percent of their total job time is spent performing these supervisory and administrative functions. Personnel holding this job perform an average of 134 tasks. Representative tasks include:

- write APR
- determine work priorities
- counsel subordinates on personal or military-related matters
- inspect personnel for compliance with military standards
- develop or improve work methods or procedures
- make entries on AF Forms 623 and 623A (On-The-Job Training Record and Continuation Sheet)

Not surprisingly, this job included some of the most senior people in the sample, averaging over 13 years TAFMS. Most were 7-skill level individuals either in AFSC 645X0, AFSC 645X1, or AFSC 645X2 career ladders. Twenty-three percent were DAFSC 64550 qualified individuals. Within this job, several groups of individuals broke out by concentrating their supervisory tasks in one specific duty. These included stock control NCOICs, mobility NCOICs, and document control NCOICs.

IV. DEMAND PROCESSING PERSONNEL (GRP163). Airmen in this job serve as the primary point of contact for submitting requests for supplies. Performing operations support functions accounts for almost 23 percent of their total job time. These individuals perform an average of 69 tasks, some of which include:

- process AF Forms 2005 (Issue/Turn in Request)
- process issue requests from customer via telephone
- process issue requests from customer via handcarried
- operate microfiche viewers or printers
- research ML-C publications
- load new item records

This job primarily consists of junior people, with an average TAFMS of just over 4 years. Seventy percent of these airmen are in their first enlistment. Over 98 percent are AFSC 645X0 personnel. Most are qualified at the 5-skill level (74 percent), with 13 percent being DAFSC 64570 personnel and 12 percent being qualified at the 3-skill level in the AFSC 645X0 career ladder.

V. RESEARCH SPECIALISTS (ST0357). The members of this group work in a variety of different jobs. Some work in materiel control, while others work in demand processing or research units. What they have in common, however, is that their primary job involves researching publications. In fact, maintaining and researching records, files, publications, and reports accounts for over 52 percent of their total job time. This group performs a very narrow job, averaging only 38 tasks. Some representative tasks include:

- research MCRL publications
- research ML-C publications
- research IL publications
- research catalogs or technical publications for item identification and classification
- research H4 series publications
- research Part Number History publications

This job contains individuals averaging just under 7 years TAFMS. Almost 99 percent are AFSC 645X0 personnel, with 65 percent having a DAFSC of 64550. Twenty-five percent hold a DAFSC of 64570, and 9 percent are qualified at the DAFSC 64530 skill level.

VI. RECORDS MAINTENANCE PERSONNEL (ST00415). Forming a unit under the Demand Processing section, these personnel are primarily responsible for loading, changing, and deleting internal records. Performing these and other

records maintenance functions accounts for almost 46 percent of their total job time. They perform an average of 63 tasks. Some representative tasks include:

- prepare indicative data changes
- prepare AF Forms 86 (Request for Cataloging Data/Action)
- process adds, changes, or deletes for support records
- maintain support documentation for records maintenance
- maintain record of frozen items records
- prepare inputs to establish interchangeable or substitution groups

These job members have an average TAFMS of just under 6 years. All are AFSC 645X0 personnel, with 70 percent of them qualified at the 5-skill level.

VII. MISSION SUPPORT (MICAP) PERSONNEL (ST00401). Members of this group are responsible for controlling and requisitioning all MICAP (mission capable) requirements and MICAP reporting. A MICAP condition exists when an aerospace vehicle or piece of equipment cannot perform its mission due to the lack of a supply part. Thirty-two percent of their total job time is spent performing mission support functions. Personnel in this group perform an average of 85 tasks. Representative tasks include:

- coordinate with depots and lateral support bases on MICAP requirements
- process MICAP lateral support requests and shipments
- monitor MICAP requirements
- complete MICAP checklists
- process MICAP shipments
- coordinate on MICAP data with maintenance activities

The average TAFMS of personnel in this job is 7 years. This job is also made up exclusively of AFSC 645X0 personnel, with 65 percent 5-skill level qualified.

VIII. CUSTOMER SERVICE PERSONNEL (ST00380). These individuals serve as the primary point of contact for resolving any difficulties or answering any questions arising between the customer and base supply. Performing these customer service functions accounts for 45 percent of their total job time. They perform an average of 57 tasks, some of which include:

- perform research to resolve customer complaints, problems, or inquiries
- perform as focal point to receive and record all customer complaints, problems, or inquiries
- interpret inquiries for current status of due-ins and due-outs

notify customers of actions taken on complaints, problems, or inquiries  
brief customers on supply procedure

Personnel in this job have an average TAFMS of 9 years. Ninety-eight percent belong to the AFSC 645X0 career ladder, with 54 percent holding DAFSC 64550 and 40 percent holding DAFSC 64570.

IX. TRAINING PERSONNEL (ST0431). Many of the members of this group are in the Customer Service and Training Section and are responsible for the training of those assigned to supply and supported activities. This job also includes technical training school instructors at Lowry AFB. As would be expected, most of their total job time is spent performing training functions (58 percent). They perform an average of 69 tasks, including:

- administer tests
- advise unit staff personnel on training matters
- counsel trainees on training progress
- prepare lesson plans
- review specialty training standards (STS) or CDC
- develop training aids

These trainers are more senior than most, averaging almost 10 years TAFMS. Eighty-two percent are AFSC 645X0 personnel, with the rest belonging to the AFSC 645X1 career ladder. DAFSC 64570 personnel make up the largest portion of this job, with 41 percent holding this AFSC and skill level. ATC makes up the largest utilizing major command in this job at 26 percent.

X. STOCK CONTROL PERSONNEL (ST0155). These job members manage and direct the procurement and distribution of materiel needed in military operations. This is primarily done through requisitioning tasks. Included in this job is a group of individuals acting as Local Purchase Monitors. Performing these stock control functions account for over 28 percent of their total job time. Individuals in this job perform an average of 49 tasks. Representative tasks include:

- prepare requisitions
- prepare inputs for due-out cancellations
- prepare requests for requisition cancellations
- perform transaction histories using D06 listings
- research supply transaction data
- maintain Stock Control Records



All personnel in this job are AFSC 645X0, and most (83 percent) are qualified at the 5-skill level. This is the most junior of all the jobs in the sample, averaging just over 3 years TAFMS. Forty-three percent of these job members have 2 years or less of military service.

XI. REQUIREMENTS PERSONNEL (ST096). These airmen also deal in stock control functions. They are responsible for the accurate upkeep of levels needed to meet mission requirements. Performing these stock control functions account for almost 40 percent of their total job time. Personnel perform a narrow job, averaging 39 tasks, which include:

- prepare forced due-out releases
- report base excesses
- process funds requirements cards
- prepare inputs for off-line shipments
- prepare inputs to load, change, or delete exception codes for excess, issue, requisition, or shipment

These are also junior personnel averaging just under 4 years TAFMS. All belong to the AFSC 645X0 career ladder. Sixty percent are qualified at the 5-skill level, while the 3- and 7-skill level groups each take up 20 percent of the job.

XII. EQUIPMENT MANAGEMENT PERSONNEL (ST0305). These personnel are responsible for managing requests for equipment items. These include items such as computer terminals, special tools, and typewriters. Performing equipment management functions take up a large portion of this job's total time at 45 percent. The average number of tasks performed in this job is 74, which include:

- prepare inputs to load, change, or delete Equipment Authorization Inventory Data (EAID) in-use detail records
- process AF Forms 2005 (Issue/Turn in Request)
- process AF Forms 601 (Equipment Action Request)
- process EAID or non-EAID equipment issue and turn-ins
- prepare inputs to record transfers of equipment between custody accounts

This is exclusively an AFSC 645XC job, with an average TAFMS of 6 years. Seventy-three percent are 5-skill level qualified.

XIII. PROCEDURES PERSONNEL (ST0515). Members of this job review and evaluate supply procedures and provide guidance or make changes to procedures. Performing procedures functions account for approximately 34 percent of their

total job time, while inspecting and evaluating accounts for 20 percent. This job averages 75 tasks. Representative tasks include:

- research supply publications to resolve procedural problems
- perform annual internal surveillance visits on functions of the supply organization
- coordinate supplements or changes for supply publications
- review chief of supply operating instructions or supplements for compliance with directives
- review inspection, audit, and staff visit reports

Senior personnel make up this job, averaging 13 years TAFMS. AFSC 645X0 members account for 90 percent of the group members. Eighty-two percent are 7-skill level qualified.

XIV. MAJCOM INSPECTION PERSONNEL (ST0711). Many of these personnel are assigned to a headquarters and are responsible for going to other bases to make procedural inspections. This is a very diverse group, with members also involved in policy and procedures development, inspecting war reserve functions, or being on the Command Equipment Management Team (CEMT). Inspecting, evaluating, organizing, and planning functions account for 52 percent of their total job time. Job members perform an average of 45 tasks, some of which include:

- conduct inspections or make staff visits to other supply units or to outside agencies
- write inspection reports
- analyze inspector general (IG), audit, or field visit reports
- develop or improve work methods or procedures
- develop self-inspection programs
- draft recommendations for changes in equipment or procedures

This was the most senior group of individuals in the sample, averaging over 15 years TAFMS. All were DAFSC 64570 personnel.

XV. ANALYSIS PERSONNEL (ST0838). This job is responsible for analyzing the supply system to increase its efficiency. Performing these analysis functions account for about 26 percent of their total job time. Individuals in this job perform a narrow job of only 16 tasks. These include:

- analyze statistical supply data to determine supply effectiveness or deficiencies
- maintain status boards, graphs, or charts
- review M-32 reports to identify potential problem areas or system deficiencies

compile historical data for trend analysis  
maintain trend charts of inventory adjustments

Members in this job average 7 years TAFMS. Ninety-two percent are in the AFSC 645X0 career ladder, with the remainder being AFSC 645X2 individuals. Eighty-three percent are qualified at the 7-skill level.

XVI. DOCUMENT CONTROL PERSONNEL (ST0272). Members in this job are responsible for ensuring that supply and equipment documents are properly processed. Performing these document control functions accounts for 50 percent of their total job time. These individuals perform an average of 31 tasks. Representative tasks include:

file source documents, in a manner other than microfilm  
maintain daily transaction register (D06 reports)  
maintain daily document register (D04 reports)  
research files to satisfy customer inquiries  
perform daily control reviews of source documents

These job members average almost 4 years TAFMS. All but 2 percent (who were AFSC 645X1) were in the AFSC 645X0 career ladder. Seventy-five percent were DAFSC 64550 personnel.

XVII. FUNDS MANAGEMENT PERSONNEL (ST01100). Personnel in this job are responsible for managing general support and systems support stock fund monies, and also serve as liaisons between accounting and finance and supply. Funds management duties account for 56 percent of this job's total time. They perform an average of 49 tasks, some of which include:

review daily and monthly financial listings  
manage general support and system support stock  
fund monies  
maintain trend charts for funds management  
coordinate stock fund actions with accounting and finance  
coordinate funding problems between resource advisors and  
budget personnel

The average TAFMS of these job members is 5 years. AFSC 645X0 personnel make up the largest portion of this group with 94 percent. Eighty-seven percent hold DAFSC 64550.

XVIII. INVENTORY PERSONNEL (ST01030). Inventory Personnel are responsible for the inventory of accountable supply items. Forty-seven percent of their total job time is spent performing these functions. These airmen perform an average of 71 tasks, which include:

- count property
- research inventory discrepancies
- conduct special inventories
- conduct complete inventories
- clear freeze codes during inventories

These respondents average 6 years TAFMS. Most are AFSC 645X0 personnel (85 percent), with 15 percent belonging to the AFSC 645X1 career ladder. The largest skill level represented are DAFSC 64550, making up 58 percent of the job.

XIX. WAR READINESS PERSONNEL (ST0459). Members of this job have the duty of preparing and maintaining supplies held in reserve in the event of a conflict. A major aspect of this is maintenance of war readiness spare kits (WRSK)--air transportable packages of war reserve materiel (WRM) spares and repair parts pre-positioned with the using unit. This group performs a large job, averaging 105 tasks. Representative tasks include:

- store WRSK assets
- maintain R-43 reports (MSK/WRSK inventory/list)
- assemble WRSK assets
- prepare WRSK for deployment
- issue WRSK assets

These individuals average 6 years TAFMS. They are spread out between the AFSC 645X0 and 645X1 career ladders, with 56 percent being AFSC 645X0 and the remainder being AFSC 645X1. Seventy-three percent of this job are qualified at the 5-skill level.

XX. MOBILITY PERSONNEL (ST0209). This group of individuals is responsible for all functions involving the management of mobility bags and small arms during mobility exercises. They perform an average of 45 tasks, which include:

- store mobility kit baggage or weapons
- issue mobility kit baggage or weapons
- prepare mobility kit baggage or weapons
- store weapons, other than mobility kit weapons
- inspect nuclear, biological, or chemical (NBC)  
accessories, such as gas masks

These individuals average 6 years TAFMS. This group is made up of both AFSC 645X0 and 645X1. Sixty-four percent belong to the AFSC 645X0 career ladder, with the remaining 36 percent being in the AFSC 645X1 career ladder. Five-skill level personnel make up 68 percent of the job.

XXI. PCAM AND DISTRIBUTION PERSONNEL (ST0991). Personnel in this job perform both PCAM and Distribution functions. PCAM responsibilities include operating the punch card accounting machines and maintaining the punchcards used in computer supply transactions. Distribution duties include ensuring all automatic data processing equipment (ADPE) and PCAM products are properly distributed. Performing these functions accounts for 67 percent of their total job time. They perform an average of 24 tasks, which include:

- distribute computer outputs or products
- operate decollators
- operate punch card interpreters
- distribute M30 listings
- operate keypunches
- operate punched card sorting machines

Four years is the average TAFMS for personnel in this group. At the time of the survey, most personnel in this job were AFSC 645X0. On 1 October 1987, however, these positions were converted to AFSC 645X2 slots.

XXII. ENGINE MANAGEMENT PERSONNEL (ST0120). These members perform a job outside the normal arena of the Supply career field. Engine Management Personnel control and account for the movement of engines and their status. They perform an average of 48 tasks. Representative tasks include:

- prepare engine status reports
- distribute engine status reports
- maintain engine and associated equipment shipping documentation, records, or reports
- inventory engines
- provide engine management support for tenant activities

One of the requirements for being a military assistant base engine manager is attainment of no less than the 5-skill level, while for a base engine manager, the requirement is for no less than the 7-skill level. As such, these are among the most senior personnel in the sample, averaging almost 14 years TAFMS. All are in the AFSC 645X0 career ladder, with 55 percent at the 5-skill level and 45 percent at the 7-skill level. Forty-five percent are utilized by TAC.

XXIII. RETAIL SALES PERSONNEL (ST0276). Retail sales is another avenue by which the supply system furnishes supplies to supported activities. These individuals primarily sell or issue individual equipment, tools, and expendable items to the customer. The two areas in retail sales identified in the sample are the Base Service Store and Individual Equipment. The former is responsible for issuing office and janitorial supplies and certain tools. The latter issues special clothing. Performing these retail sales functions accounts for 40 percent of their total job time. Retail Sales Personnel perform an average of 83 tasks, some of which include:

- provide counter service to customers
- process backorders or due-outs
- notify customers for pickup
- process property to warehouse locations
- return property to stock when not picked up by customer

Personnel in this group average 5 years TAFMS. The majority (73 percent) belong to the AFSC 645X0 career ladder. The other 27 percent are AFSC 645X1 members. Many of the AFSC 645X1s are placing property in warehouse bins, preparing bin labels, and returning property to stock when not picked up by the customers, while AFSC 645X0 personnel perform more of the preparing and processing of forms and transactions. Seventy percent in this job are made up of 5-skill level individuals.

XXIV. REPAIR CYCLE PERSONNEL (ST0191). Repair Cycle Personnel manage the repair of an item until it is either repaired or turned in as unserviceable. This is done by working closely with maintenance in controlling Due-In-From-Maintenance (DIFM) items. An average of 85 tasks make up this job. Representative tasks include:

- prepare DIFM turn-in documents
- prepare turn-in documents
- process AF Forms 2005 (Issue/Turn in Request)
- correct DIFM rejects
- prepare inputs to update DIFM detail records
- monitor status of DIFM items

Members have an average of 6 years TAFMS. AFSC 645X0 and 645X1 personnel work closely together in this job, with 67 percent of this job being AFSC 645X0s and the remaining members in the AFSC 645X1 career ladder. As in the Retail Sales job, AFSC 645X1 personnel are more involved in the handling and movement of property, while AFSC 645X0 personnel are more likely to be involved in preparing and processing of listings and records. The majority of airmen in this job (72 percent) are qualified at the 5-skill level.

XXV. BENCH STOCK PERSONNEL (ST0409). Personnel in this job are responsible for establishing and maintaining bench stocks for each organization supported. They also ensure that expendable items get as near the using activity as possible. Performing these bench stock functions accounts for 43 percent of their total job time. An average of 61 tasks are performed in this job, some of which include:

- bin bench stock items
- coordinate with shop bench stock monitors
- inventory bench stocks
- deliver bench stock items
- maintain bench stock placards

The average TAFMS for these personnel is 6 years. AFSC 645X0 members make up 57 percent of the job, while AFSC 645X1s account for the remaining 43 percent. Little difference was found between the two career ladders and the functions they perform in this job. Most of these job members are qualified at the 5-skill level (67 percent).

XXVI. DELINQUENT DOCUMENT MONITOR (ST0509). Unlike the other jobs identified, the job of Delinquent Document Monitor is an additional duty. These individuals, however, perform these functions to such an extent that the tasks account for much of their total job time (over 34 percent). They perform an average of 61 tasks. Representative tasks include:

- maintain delinquent document listing
- research delinquent documents
- review delinquent document listings
- review delinquent source documents
- monitor delinquent document programs

A junior group of airmen, this group averages just under 4 years TAFMS. Seventy percent are AFSC 645X1s qualified at the 5-skill level, with the other 30 percent belonging to the DAFSC 64550 career ladder.

XXVII. SUPPLY INSPECTORS (ST0346). These AFSC 645X1 personnel are responsible for determining the identity, condition, and status of supply or equipment received, shipped, stored, or transferred by Base Supply. These inspecting, identifying, and classifying functions account for 32 percent of their total job time. An average of 103 tasks are performed in this job, some of which include:

- verify stock numbers to items
- prepare property labels or tags
- initiate condition (FCC) or identity (FCH) changes

compare identity, condition, or status of property  
with information contained in receiving documents or tags  
inspect items in storage for signs of corrosion, decay, or  
deterioration

This was the most senior AFSC 645X1 job identified, with an average TAFMS of almost 10 years. Fifty-seven percent are DAFSC 64551 airmen, and 40 percent are 7-skill level qualified AFSC 645X1s.

XXVIII. STORAGE AND ISSUE PERSONNEL (GP0165). This is the largest of all AFSC 645X1 jobs identified in this analysis. These personnel have the responsibility for transporting property to storage areas and to delivery areas for issue. This duty accounts for 47 percent of their total job time. On the average, 84 tasks are performed in this job. Some of these tasks include:

place property in warehouse bins, racks, or bays  
prepare bin labels  
locate items to be issued, shipped, or transferred  
transfer property to pickup and delivery units  
operate forklift

Job members have an average TAFMS of 6 years. Ninety-seven percent of this sample are AFSC 645X1 personnel. Sixty-seven percent of these are qualified at the 5-skill level.

XXIX. RECEIVING PERSONNEL (GP0166). Receiving Personnel have the responsibility of processing all incoming property. Performing these tasks account for over 50 percent of their total job time. An average of 74 tasks are performed in this job, some of which include:

operate forklift  
off-load incoming property  
prepare property for in-checking  
transfer property to pickup and delivery units  
enter information onto receiving documents  
examine property received for damaged

Airmen in this job average 7 years TAFMS. The majority of these job members (97 percent) are AFSC 645X1 career ladder members. The 5-skill level qualification comprises the largest group in this job at 63 percent.



XXX. PICKUP AND DELIVERY PERSONNEL (ST0229). Personnel in this job have the responsibility for taking property from the warehouse to the organization requesting it. These functions account for over 58 percent of their total job time. Job members perform a narrow job of 39 tasks. Representative tasks include:

- place and position property in vehicles
- operate conventional vehicles, such as pickup trucks, for property transfer
- operate materiel handling equipment, such as forklifts or tugs
- operate heavy vehicles, such as 1 1/2-ton trucks or 5-ton tractor trailers for property transfer
- wash, wax, and clean base supply vehicles

These job members hold an average TAFMS of 5 years. Ninety-three percent are AFSC 645X1 personnel, with 68 percent of these being qualified at the 5-skill level.

XXXI. COMPUTER SYSTEMS OPERATIONS PERSONNEL (ST0301). This job involves operation of the computer systems used in managing the supply accounting system. Most AFSC 645X2 personnel in the survey sample grouped into this job. Performing computer systems operations functions takes up a major portion of these individuals' total job time, accounting for 78 percent. Members in this job perform a large number of tasks, averaging 151 tasks. Examples of these tasks include:

- operate remote processing station (RPS)
- load forms in printers
- initialize or reinitialize remotes
- implement conversational time sharing (CTS)
- remove computer in-line outputs from printers

Being a lateral career ladder, this job contains a senior group of individuals averaging almost 11 years TAFMS. Most (57 percent) are qualified at the DAFSC 64552 skill level. A variation in the job was identified at Gunter AFS where AFSC 645X2 personnel are working at the Standard Systems Center (SSC). Some of their tasks include developing data automation requirement proposals, analyzing output or results generated during programming testing, analyzing program applications, and developing program documentation.

### Comparison of Specialty Jobs

A large number of very different and distinct jobs were identified in the Supply career field. This diversity results in little overlap in tasks performed across jobs. Of the three career ladders in the Supply career field, AFSC 645X0 displayed the greatest amount of heterogeneity. An individual entering this career ladder could work in any one of over 20 different jobs. Most of these jobs were very specific in their particular duties. Though fewer AFSC 645X1 jobs were identified, this career ladder also displayed a good deal of diversity. Only in AFSC 645X2 was there found any large degree of homogeneity, with most career ladder members involved in computer systems operations.

Career ladder responsibilities were clearly distinct among the three career ladders. The majority of jobs were clearly dominated by members of one career ladder, although some jobs did have a mix of career ladder members. Examples of jobs having large representations from more than one career ladder include: Inventory, War Readiness, Mobility, Retail Sales, Repair Cycle, Bench Stock, and Delinquent Document Control.

### Comparison to Previous Survey

The results of this survey were compared to the results of the last Supply career field survey, AFPT 90-645-277 and AFPT 90-647-278, dated July 1978. As in the present survey, all three career ladders were analyzed together. Overall, the two surveys identified similar findings in the job structure analysis. Both show the Supply career field to be very heterogeneous, with a multitude of different jobs. This was especially true of the AFSC 645X0 career ladder. Most of the jobs identified in the 1978 survey were also found in the present survey. Jobs identified in 1988, but not in the previous survey, include:

- COSO Personnel
- Customer Service Personnel
- Funds Management Personnel
- War Readiness Personnel
- Mobility Personnel
- Engine Management Personnel
- Repair Cycle Personnel
- Delinquent Document Monitor

While these jobs may have been performed in 1978, they either were not identified as separate jobs, or were included in another job's responsibility.

One job identified in the previous survey, but not found in the present one, is Munitions Supply Personnel. These individuals represented the old AFSC 645X0A career ladder shredout. Since that time, the shredout has been converted into AFSC 465X0, Munitions Operations, career ladder and, thus, was not included in the present survey. Materiel Control Verifiers was a job from

the previous survey not identified as such in this survey. The Allowance and Authorization Personnel cluster in the 1978 survey most closely resemble the functions performed in the Equipment Management job.

## SECTION II

### ANALYSIS OF 645X0 DAFSC GROUPS

In addition to analyzing the career ladder structure, examining skill levels is helpful in understanding a career ladder. The DAFSC analysis compares skill levels, highlighting differences in the tasks performed at the different levels. This information can be useful in evaluating how well various career ladder documents, such as AFR 39-1 Specialty Descriptions and the Specialty Training Standards (STS), reflect what career ladder personnel are actually doing in the field.

Three-skill level personnel were combined with 5-skill level personnel for this analysis. Both skill levels perform essentially the same functions, even though there is some increase in supervisory and administrative duties at the 5-skill level. Seven-skill level personnel perform a very broad job, encompassing almost all the functions performed by 3- and 5-skill level personnel, in addition to the more supervisory and administrative responsibilities that enter into their job descriptions. The distribution of skill-level members across each job is shown in Table 3. To give a sense of the progression through the skill levels, relative time spent on each duty by skill level is presented in Table 5.

The 1,701 airmen with a DAFSC of 64530 or 64550 comprise 69 percent of the total AFSC 645X0 sample. As stated in the SPECIALTY JOBS section, the AFSC 645X0 career ladder is very diverse. As such, personnel in these skill levels do not group around one specific function. Rather, they are found in almost all major jobs (see Table 3). Consequently, the top tasks characterizing this group are general technical tasks. These include operating microfiche viewers or printers, researching MCRL publications, and processing AF Forms 2005 (see Table 4). In terms of time spent on duties, maintaining and researching records, files, publications, and reports account for the largest portion of their overall job time with 13 percent (see Table 5).

The DAFSC 64570 group consists of 774 individuals, accounting for 31 percent of the total AFSC 645X0 sample. They perform a slightly broader job, averaging 96 tasks, as opposed to 65 tasks for 3- and 5-skill level personnel. These tasks include both managerial and technical tasks (see Table 6). While managerial duties account for a large percentage of their total job time (44 percent), 7-skill level personnel still spend over half their total job time performing many of the technical tasks accomplished by 3- and 5-skill level personnel. These tasks are done in addition to the supervisory tasks that most characterize this group.

TABLE 3

DISTRIBUTION OF AFSC 645X0 SKILL LEVEL MEMBERS ACROSS CAREER LADDER JOBS  
(PERCENT RESPONDING)

JOB GROUPS	DAFSC 64530/50 (N=1,701)	DAFSC 64570 (N=774)
I. MATERIEL CONTROL/UNIT SUPPLY PERSONNEL (N=383)	13	18
II. COMBAT ORIENTED SUPPLY ORGANIZATION (COSO) PERSONNEL (N=57)	2	3
III. SUPERVISORY PERSONNEL (N=344)	5	24
IV. DEMAND PROCESSING PERSONNEL (N=142)	7	2
V. RESEARCH SPECIALISTS (N=65)	3	2
VI. RECORDS MAINTENANCE PERSONNEL (N=47)	2	1
VII. MISSION SUPPORT (MICAP) PERSONNEL (N=141)	6	5
VIII. CUSTOMER SERVICE PERSONNEL (N=50)	2	3
IX. TRAINING PERSONNEL (N=34)	*	2
X. STOCK CONTROL PERSONNEL (N=76)	4	*
XI. REQUIREMENTS PERSONNEL (N=25)	1	*
XII. EQUIPMENT MANAGEMENT PERSONNEL (N=113)	5	3
XIII. PROCEDURES PERSONNEL (N=67)	*	6
XIV. MAJCOM INSPECTION PERSONNEL (N=10)	0	1
XV. ANALYSIS PERSONNEL (N=12)	*	*
XVI. DOCUMENT CONTROL PERSONNEL (N=56)	3	*
XVII. FUNDS MANAGEMENT PERSONNEL (N=15)	*	*
XVIII. INVENTORY PERSONNEL (N=101)	4	3
XIX. WAR READINESS PERSONNEL (N=144)	4	2
XX. MOBILITY PERSONNEL (N=25)	*	*
XXI. PCAM AND DISTRIBUTION PERSONNEL (N=44)	2	*
XXII. ENGINE MANAGEMENT PERSONNEL (N=11)	*	*
XXIII. RETAIL SALES PERSONNEL (N=141)	5	3
XXIV. REPAIR CYCLE PERSONNEL (N=126)	4	2
XXV. BENCH STOCK PERSONNEL (N=75)	2	2
XXVI. DELINQUENT DOCUMENT MONITOR (N=10)	*	0
XXVII. SUPPLY INSPECTORS (N=83)	*	0
XXVIII. STORAGE AND ISSUE PERSONNEL (N=244)	*	*
XXIX. RECEIVING PERSONNEL (N=137)	*	*
XXX. PICKUP AND DELIVERY PERSONNEL (N=164)	*	*
XXXI. COMPUTER SYSTEMS OPERATIONS PERSONNEL (N=143)	*	0
XXXII. NOT GROUPED (N=666)	21	14

\* Less than 1 percent

TABLE 4  
REPRESENTATIVE TASKS PERFORMED BY DAFSC 64530/50 PERSONNEL

TASKS	PERCENT PERFORMING (N=1,701)
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	56
E280 RESEARCH MCRL PUBLICATIONS	50
E281 RESEARCH ML-C PUBLICATIONS	49
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	41
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	39
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	37
A6 DETERMINE WORK PRIORITIES	34
E279 RESEARCH IL PUBLICATIONS	33
E262 MAINTAIN STOCK NUMBER DIRECTORIES	33
S955 MAINTAIN AF FORMS 2005 (ISSUE/TURN IN REQUEST)	33
E263 MAINTAIN SUSPENSE FILES, SUCH AS DD FORMS 1348-6	32
M714 MAINTAIN DAILY DOCUMENT REGISTER (D04 REPORTS)	31
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	31
R906 PROCESS TRANSACTIONS THROUGH THE UTS 40 TERMINAL	30

TABLE 5  
RELATIVE TIME SPENT ON DUTIES BY DAFSC 645X0  
SKILL-LEVEL MEMBER

DUTIES	DAFSC 64530/50 (N=1,701)	DAFSC 64570 (N=774)
A ORGANIZING AND PLANNING	4	12
B DIRECTING AND IMPLEMENTING	5	11
C INSPECTING AND EVALUATING	4	12
D TRAINING	3	9
E MAINTAINING AND RESEARCHING RECORDS, FILES, PUBLICATIONS, REPORTS	13	11
F PERFORMING MANUAL ACCOUNTING PROCEDURES	2	1
G PERFORMING PROCEDURES AND ANALYSIS FUNCTIONS	2	6
H PERFORMING FUNDS MANAGEMENT	*	*
I PERFORMING COMPUTER SYSTEMS OPERATIONS, BASE LEVEL	4	2
J PERFORMING COMPUTER SYSTEMS OPERATIONS, COMMAND LEVEL OR EQUIVALENT	*	*
K OPERATING AND MANAGING PUNCHED CARD ACCOUNTING MACHINES (PCAM)	3	*
L PERFORMING INVENTORY FUNCTIONS	3	2
M PERFORMING DOCUMENT CONTROL FUNCTIONS	3	1
N PERFORMING RECORDS MAINTENANCE FUNCTIONS	2	*
O PERFORMING CUSTOMER SERVICE UNIT (CSU) FUNCTIONS	3	3
F PERFORMING BENCH STOCK FUNCTIONS	2	*
Q PERFORMING OPERATIONS SUPPORT FUNCTIONS	9	4
R PERFORMING RETAIL SALES FUNCTIONS	6	3
S PERFORMING EQUIPMENT MANAGEMENT FUNCTIONS	6	3
T PERFORMING STOCK CONTROL FUNCTIONS	4	3
U PERFORMING MISSION SUPPORT (MICAP) FUNCTIONS	4	2
V PERFORMING WAR READINESS MANAGEMENT (WRM) FUNCTIONS	1	*
W INSPECTING, IDENTIFYING, AND CLASSIFYING PROPERTY	3	1
X RECEIVING, ISSUING, STORING, AND DISTRIBUTING PROPERTY	8	4
Y PERFORMING MUNITIONS UNIQUE ACCOUNTING FUNCTIONS	*	*
Z PERFORMING MATERIEL CONTROL, UNIT SUPPLY, AND ENGINE MANAGEMENT FUNCTIONS	6	5

\* Less than 1 percent

TABLE 6  
REPRESENTATIVE TASKS PERFORMED BY DAFSC 64570 PERSONNEL

TASKS	PERCENT PERFORMING (N=774)
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES OR WORKSHOPS	75
A6 DETERMINE WORK PRIORITIES	74
C170 WRITE APR	71
D220 MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	69
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	68
B47 COUNSEL SUBORDINATES ON PERSONAL OR MILITARY-RELATED MATTERS	67
B46 COUNSEL SUBORDINATES ON JOB PROGRESSION OR CAREER DEVELOPMENT	63
C156 INSPECT PERSONNEL FOR COMPLIANCE WITH MILITARY STANDARDS	59
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	58
B101 ORIENT NEWLY ASSIGNED PERSONNEL	56
D221 MAKE ENTRIES ON AF FORMS 797 (JOB QUALIFICATION STANDARD CONTINUATION SHEET)	56
B109 SUPERVISE INVENTORY MANAGEMENT SPECIALIST (AFSC 64550) PERSONNEL	55
A41 SCHEDULE LEAVES OR PASSES	54
A14 DEVELOP SELF-INSPECTION PROGRAMS	52
E281 RESEARCH ML-C PUBLICATIONS	52
D190 COUNSEL TRAINEES ON TRAINING PROGRESS	51
E280 RESEARCH MCRL PUBLICATIONS	51
A4 DETERMINE OFFICE SPACE, EQUIPMENT, OR SUPPLY REQUIREMENTS	51
B98 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	50
A24 ESTABLISH WORK SCHEDULES	50
A22 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	48
C173 WRITE RECOMMENDATIONS FOR AWARDS OR DECORATIONS	48
D216 MAINTAIN TRAINING RECORDS	47
C140 EVALUATE PERSONNEL FOR COMPLIANCE WITH PERFORMANCE OR MILITARY STANDARDS	45
C154 INDORSE AIRMAN PERFORMANCE REPORTS (APR)	44
D191 DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION	44
E284 RESEARCH PUBLICATIONS FOR GENERAL SUPPLY POLICIES OR PROCEDURES	44
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	43
B45 CONDUCT STAFF MEETINGS OR BRIEFINGS	43
E290 RESEARCH SUPPLY TRANSACTION DATA	42

The largest percentage of 7-skill level personnel were found in the Supervisory job (see Table 3). This is consistent with their job description, which identified supervisory tasks as being their most commonly performed tasks. In addition to this increase in supervisory responsibilities, several other noticeable trends in technical job areas were noted. Seven-skill level personnel show the largest increases in the Procedures and Materiel Control/Unit Supply Personnel jobs, and corresponding decreases in the Demand Processing and Stock Control job areas.

In summary, AFSC 645X0 skill-level groups perform a variety of different functions. Because of this diversity, the tasks that most describe these skill levels are general in nature. Many 7-skill level personnel still perform 3- and 5-skill level tasks. Additionally, they also carry out the supervisory and administrative responsibilities that go along with experience and seniority in a career ladder.

#### AFR 39-1 SPECIALTY DESCRIPTIONS FOR AFSC 645X0

Occupational survey data are also used to examine classification issues. By comparing those jobs performed in a career ladder to the specialty descriptions, judgments can be made about the descriptions' completeness and accuracy.

AFR 39-1 Specialty Descriptions are intended to give a very broad description of the responsibilities held by the various skill levels within a career ladder. When compared with the survey data, the AFR 39-1 Specialty Description for the Inventory Management Specialist (DAFSCs 64510, 64530, 64550), dated 1 February 1988, generally reflect the duties and tasks being accomplished at those skill levels. As stated in the SPECIALTY JOBS section, the AFSC 645X0 career ladder is very diverse, encompassing a number of different functions essentially dealing with the control and management of property. The Specialty Description covers the majority of these functions. There are, however, a few career ladder responsibilities not clearly identified in the description. These include Demand Processing, Mission Support, Customer Service Unit, and research responsibilities. While they may be covered in the document, the language used in describing the function is unclear.

The AFR 39-1 Specialty Description for Inventory Management Supervisor (DAFSC 64570), dated 1 February 1988, is also generally supported by the survey data. Seven-skill level members are also very diverse in their responsibilities. While this document covers most of the jobs performed by DAFSC 64570 personnel, several other jobs were not clearly identified. Mission Support, War Readiness, Mobility, Retail Sales, and Training make up the list of unidentified jobs. As with the 1-, 3-, and 5-skill level Specialty Descriptions, the ambiguity of some of the terms used to describe the duties and responsibilities makes it unclear as to whether or not they are covered.



## AFSC 645X0 TRAINING ANALYSIS

Information gathered from occupational survey data is also used to assist in the development or review of formal training programs or training documents, such as the Specialty Training Standard (STS) and Plan of Instruction (POI). A particularly important factor which may be used for this purpose is the percentage of an appropriate group, such as first-enlistment (1-48 months TAFMS) personnel, performing tasks. In addition, the secondary task factors of training emphasis or task difficulty ratings (as explained in the Task Factor Administration section) provide useful information.

Technical school personnel have matched nonmanagerial inventory tasks to appropriate STS or POI sections to facilitate use of occupational survey data to review the relevance and completeness of these documents. Computer listings which display the STS or POI with matched tasks and survey data are used in the analysis to show which sections of the STS or POI are most relevant to the career ladder. They may also be used to show which tasks not matched to these documents may need to be included due to the extent to which they are performed in the career ladder and their importance to training. To aid in any further detailed review of training documents, these computer displays have been forwarded to the technical school. In addition to a summary of that information, this section contains an analysis of the first-enlistment personnel. Figure 2 shows the distribution of first-enlistment personnel across the jobs discussed in the SPECIALTY JOBS section of this report.

### Training Emphasis and Task Difficulty Data

The objective of collecting TE and TD ratings is to develop rank-ordered listings of tasks in terms of importance for first-term training and in terms of difficulty. These lists of inventory tasks are included in both the Analysis and Training Extracts, with TE and TD ratings accompanying each inventory task displayed in the Training Extract. (For a more detailed explanation of both types of ratings, see Task Factor Administration in the SURVEY METHODOLOGY section.) Tasks performed by moderate to high percentages of personnel may warrant resident technical training. TE and TD ratings, composed of the opinions of experienced career ladder personnel, are secondary factors that may assist training developers in deciding which tasks should be emphasized for entry-level training. Those tasks receiving high task factor ratings, but performed by low percentages of first-enlistment personnel, may be more appropriately planned for OJT programs within the career ladder. Low task factor ratings may highlight tasks best left out of training for new personnel, but this decision must be weighed against percentages of personnel performing the tasks and other task considerations.

### AFSC 645X0 Training Issues

A. AFSC 645X0 First-Enlistment Personnel. First-enlistment personnel account for 45 percent of the AFSC 645X0 career ladder sample with 1,114 members. Because of the large amount of diversity within the AFSC 645X0

# AFSC 645X0 FIRST-ENLISTMENT JOBS

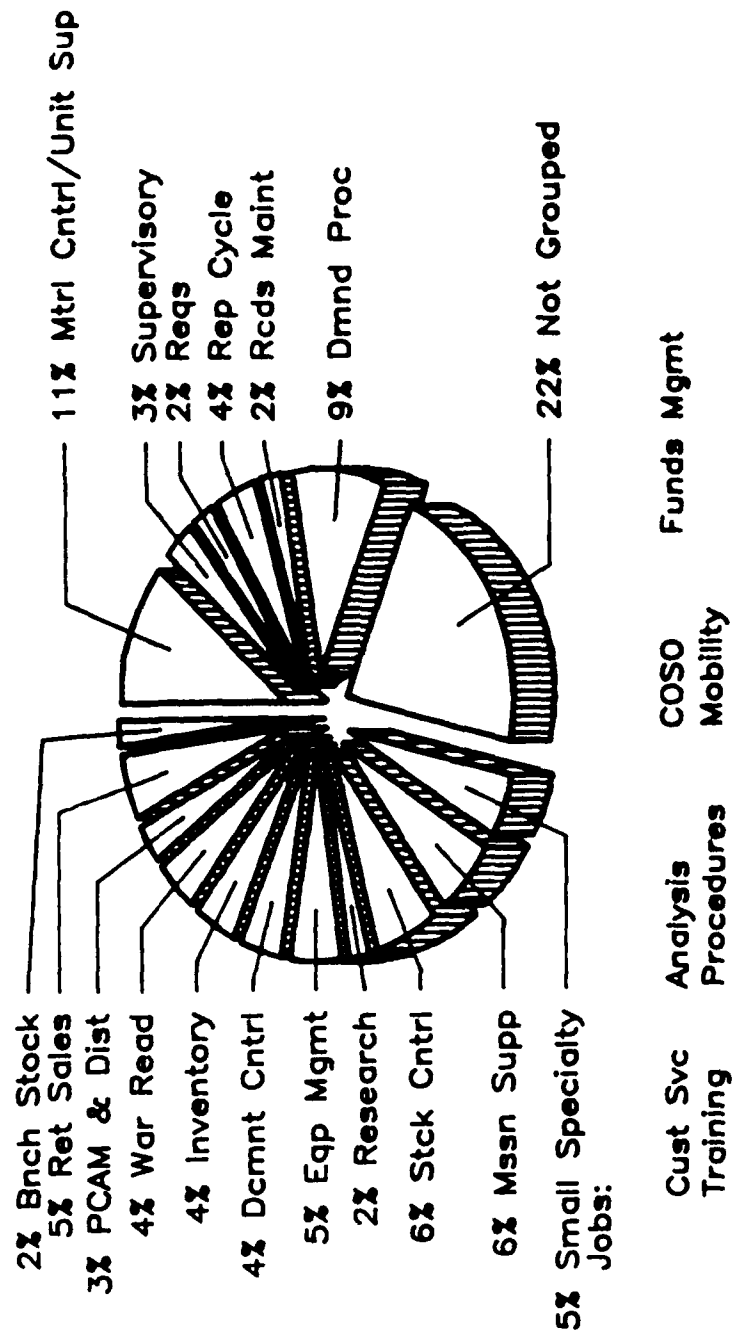


Figure 2

career ladder, first-termers work in many different jobs (see Figure 2). Only in AFSC 645X0 jobs such as Procedures, MAJCOM Inspection, and Engine Management, are there few, if any, first-enlistment personnel. To illustrate the diversity, only one task, operating microfiche viewers or printers, is performed by over half of the first-enlistment personnel sample (54 percent). Though AFSC 645X0 first-termers may work in any one of a number of different duties, they perform a rather narrow job, averaging only 58 tasks.

B. AFSC 645X0 Specialty Training Standard (STS). An STS is intended to provide comprehensive coverage of tasks performed by career ladder personnel. To assess the effectiveness of the AFSC 645X0 STS, dated January 1987 (with changes 1 and 2), STS sections were compared to survey data. Sections containing managerial, general information, or knowledge areas were not reviewed. In addition to examining how well survey data supported STS items, analysis also explored which additional areas might need to be included in the STS, based on survey findings.

The traditional method of reviewing an STS is to compare inventory tasks matched against a particular STS item to first-job (1-24 months TAFMS), first-enlistment, and 5- and 7-skill level data. If the STS item has matched tasks performed by 20 percent or more of one of these criteria groups, survey data are said to support inclusion of the STS item. Using this traditional approach with the AFSC 645X0 STS, very little support was found for most items. Of the 175 items matched with survey tasks, only about 25 were supported, in that tasks matched to the items had more than 20 percent of one or more of the criteria groups mentioned above performing them. Those supported items were primarily in the Demand Processing and General Tasks and Knowledges paragraphs.

This lack of support across so many elements is no doubt due to the high degree of diversity found within the AFSC 645X0 career ladder. With over 20 jobs being performed by career ladder incumbents and very little overlap in tasks performed across these jobs, most job-specific tasks will not reflect high percentages of group members performing. Thus, only the most general items will be supported. Due to its career ladder wide significance, however, job-specific tasks should not be excluded from the STS.

This diversity and variety of jobs within the AFSC 645X0 career ladder, therefore, warrant a different approach, or perspective, to examining the STS to ensure that all major jobs are adequately covered on the STS. Thus, another product was created showing percent members performing data across the various AFSC 645X0 jobs for each STS item. This approach resulted in only 12 STS items being unsupported (i.e., less than 20 percent of incumbents in any job were performing matched tasks). Over half (7) the items were found in the "WAR RESERVE MATERIEL (WRM)" paragraph (Paragraph 9), and five of these were listed under Item 9h: "Combat Supply System". These and the other unsupported items are displayed below:

- 6a(1) Recommend procedural changes to higher headquarters
- 7f Perform MILSTAMP tracer reconciliation
- 9f(1) Prepare and process WRM issues-WCDO

- 9g(1) Prepare and process WRM turn-ins-WCDO
- 9h(1) Combat Supply System-Function
- 9h(2) Combat Supply System-Interface with SBSS
- 9h(3) Combat Supply System-Accounting records, forms, and files
- 9h(4) Combat Supply System-Document control procedures
- 9h(5) Combat Supply System-Property accounting
- 13a(3) Base Service Store procedures-Warranty tool program
- 14f Identify joint use assets to fill war reserve material requirements
- 17h Maintain letters of authorization to receipt for property

For a more detailed description, refer to the STS printout in the Training Extract which includes these unsupported items and the tasks matched to them. Subject-matter experts need to examine these items and determine the feasibility of removing them from the STS.

An additional area of analysis involves examining tasks not matched to any STS element. Unreferenced tasks performed by at least 20 percent of a group in the career ladder are performed to an extent great enough to be considered for inclusion in the STS. Additionally, tasks with high TE or TD ratings should be examined for possible STS inclusion. The unreferenced tasks deal with a variety of AFSC 645X0 functions. These are found at the end of the STS computer product run contained in the Training Extract. Subject-matter experts should examine them to ascertain which should be added to the STS.

C. AFSC 64530 Plan of Instruction (POI). The POI for Course G3ABR64530 was also examined. This course includes instruction on publications, demand processing, maintenance support, stock control, Air Force Equipment Management System (AFEMS), War Reserve Materiel (WRM), retail outlets, and operations of input and output devices. Based on assistance from training specialists at Lowry AFB, the POI was matched with survey task statements. Computer printouts were then generated to display the results of the matching for use in this analysis and for a detailed review of training. A POI generally contains two types of objectives: knowledge objectives and performance objectives. Since task statements are relevant to performance objectives, rather than knowledge objectives, only performance objectives are reviewed in this analysis.

Guidelines outlined in ATCR 52-22 state a POI objective is supported for training if 30 percent or more of all first-job (1-24 months TAFMS) or first-enlistment (1-48 months TAFMS) personnel perform related tasks. Analysis of the survey data showed that only 5 of the 61 POI objectives matched to job inventory tasks met this criterion. The five objectives which were supported include objectives II 2a, II 3a, II 3b, which deal with using ML-C, MCRL-1, MCRL-2 publications, respectively; III 1e dealing with preparing AF Forms 1991; and VII 1a concerning operation of input/output devices.

This analysis of the POI data presents some difficult issues for career field managers and training developers. If the strict guidelines outlined in ATCR 52-22 were followed, the logical conclusion would be to eliminate the basic entry-level course and provide all initial training through local OJT. This option is further supported by the low TD ratings on most of the tasks being performed by first-termers, indicating they are not very difficult to learn. The feasibility of training very low utilization areas is also questioned in the G3ABR64530 001 Training Evaluation Report (TER), dated May 1986. After analyzing data received from recent graduates and their supervisors, it raised the question, "At what point is it no longer economically feasible to train 100 students to perform duties that only 7 or 11 of them will ever actually be assigned to do?"

Several options are available to career field managers if they strongly feel that continued formal entry-level training at Lowry AFB is warranted. The resident course could be cut to include only those tasks performed by high percentages of first-term airmen. Survey data, however, shows that very few tasks meet this criterion, with most of these being very general tasks which may or may not be appropriate for inclusion in a formal training course. Training of job-specific tasks still would not be provided and job incumbents would still need extensive OJT at their base of assignment. Alternatively, the present 3-skill level course could be converted from a Category A course to a Category B course. By taking this route, formal training could be provided for at least 50 percent of first-term airmen, with the remaining 50 percent being trained by OJT.

To assist career field managers and training personnel in examining POI support or nonsupport, assuming formal training is to be provided to all who enter AFSC 645X0, a computer printout was produced similar to the one run for the STS analysis. Specifically, this product displays percent of first-enlistment members performing across those jobs most likely to contain AFSC 645X0 first-enlistment personnel. Analysis of these job data showed only two POI objectives not supported due to having at least 30 percent of first-enlistment incumbents in at least one job performing matched tasks. These objectives were II 8c, dealing with cross-referencing technical publications to their current publication dates, and V 1e, which refers to maintaining numeric parts preference codes (NPPCs). However, this may be misleading. First-termers are not likely to work in more than a few of the AFSC 645X0 jobs during their first 4 years of service. It should be strongly emphasized that substantiating the POI by this method should only be used if functional managers and MAJCOM representatives maintain that a resident course is truly necessary. OSR data of this nature are provided primarily to assist decision-makers in arriving at training decisions that will meet Air Force needs.

As with the STS, another part of the POI analysis involves examining tasks not matched to any POI objectives. Using the special product, several tasks were found that should be considered for inclusion in the POI. These tasks are performed by very high percentages of first-termers in one or more of the different jobs, and also have high training emphasis ratings. A number

of these tasks deal with mission support and post-post functions. The Training Extract lists these unreferenced tasks at the end of the POI computer run. Basing training decisions on this product suggests considering these unreferenced tasks for possible inclusion into the POI.

### SECTION III

#### DAFSC 645X1 ANALYSIS

As explained in SECTION II, an examination of tasks performed by DAFSC groups is important to the analysis of a career ladder. The distribution of AFSC 645X1 skill-level groups across jobs is displayed in Table 7, while Table 8 presents the relative percent time spent on each duty across skill-level groups. As in the AFSC 645X0 career ladder, AFSC 64531/51 personnel basically perform the same tasks and, thus, will be discussed jointly.

The survey contains 848 members with a DAFSC of 64531 or 64551, accounting for 78 percent of the total AFSC 645X1 sample. Individuals at these skill levels perform a very physically oriented job; their top tasks involve operating materiel handling equipment and lifting property. These receiving, issuing, storing, and distributing property responsibilities account for 39 percent of their total job time (see Table 8). The largest percentages of 3- and 5-skill level qualified members are in the Storage and Issue, Pickup and Delivery, and Receiving jobs. Representative tasks are included in Table 9.

Seven-skill level personnel continue to perform a largely technical job. Over half of their total job time is still spent working in technical duties, even though their most commonly performed tasks involve supervisory and administrative functions (see Table 10). Performing these managerial responsibilities accounts for 43 percent of their total job time (see Table 8). Jobs they are most likely to hold include the Supervisory Personnel, Storage and Issue Personnel, Receiving Personnel, and Supply Inspectors (see Table 7).

As with AFSC 645X0 skill levels, several trends were noted in job emphasis. An increase in Supervisory and Supply Inspectors, with a corresponding decrease in other technical areas, was noted in progressing from the 3- and 5-skill level group to the 7-skill level group. This increase in the Supervisory and Supply Inspectors jobs at the 7-skill level is expected since these jobs primarily require more senior personnel.

As with DAFSC 64570 members, DAFSC 64571 personnel continue to perform many of the same tasks done by 3- and 5-skill level qualified individuals. While it is evident that the most commonly performed 7-skill level tasks involve supervision and administration, many are still very much involved in "hands on" duties.

TABLE 7

DISTRIBUTION OF AFSC 645X1 SKILL LEVEL MEMBERS ACROSS CAREER LADDER JOBS  
(PERCENT RESPONDING)

JOB GROUPS	DAFSC 64531/51 (N=848)	DAFSC 64571 (N=245)
I. MATERIEL CONTROL/UNIT SUPPLY PERSONNEL (N=383)	2	2
II. COMBAT ORIENTED SUPPLY ORGANIZATION (COSO) PERSONNEL (N=57)	0	*
III. SUPERVISORY PERSONNEL (N=344)	2	19
IV. DEMAND PROCESSING PERSONNEL (N=142)	*	0
V. RESEARCH SPECIALISTS (N=65)	0	*
VI. RECORDS MAINTENANCE PERSONNEL (N=47)	0	0
VII. MISSION SUPPORT (MICAP) PERSONNEL (N=141)	*	0
VIII. CUSTOMER SERVICE PERSONNEL (N=50)	0	0
IX. TRAINING PERSONNEL (N=34)	*	*
X. STOCK CONTROL PERSONNEL (N=76)	0	0
XI. REQUIREMENTS PERSONNEL (N=25)	0	0
XII. EQUIPMENT MANAGEMENT PERSONNEL (N=113)	0	0
XIII. PROCEDURES PERSONNEL (N=67)	*	1
XIV. MAJCOM INSPECTION PERSONNEL (N=10)	0	0
XV. ANALYSIS PERSONNEL (N=12)	0	0
XVI. DOCUMENT CONTROL PERSONNEL (N=56)	*	0
XVII. FUNDS MANAGEMENT PERSONNEL (N=15)	*	0
XVIII. INVENTORY PERSONNEL (N=101)	1	2
XIX. WAR READINESS PERSONNEL (N=144)	7	3
XX. MOBILITY PERSONNEL (N=25)	*	1
XXI. PCAM AND DISTRIBUTION PERSONNEL (N=44)	*	0
XXII. ENGINE MANAGEMENT PERSONNEL (N=11)	0	0
XXIII. RETAIL SALES PERSONNEL (N=141)	4	1
XXIV. REPAIR CYCLE PERSONNEL (N=126)	4	4
XXV. BENCH STOCK PERSONNEL (N=75)	3	2
XXVI. DELINQUENT DOCUMENT MONITOR (N=10)	*	0
XXVII. SUPPLY INSPECTORS (N=83)	6	13
XXVIII. STORAGE AND ISSUE PERSONNEL (N=244)	23	18
XXIX. RECEIVING PERSONNEL (N=137)	12	14
XXX. PICKUP AND DELIVERY PERSONNEL (N=164)	15	9
XXXI. COMPUTER SYSTEMS OPERATIONS PERSONNEL (N=143)	*	0
XXXII. NOT GROUPED (N=666)	18	9

\* Less than 1 percent

TABLE 8  
RELATIVE TIME SPENT ON DUTIES BY DAFSC 645X1  
SKILL-LEVEL MEMBER

DUTIES	DAFSC 64531/51 (N=848)	DAFSC 64570 (N=245)
A ORGANIZING AND PLANNING	4	11
B DIRECTING AND IMPLEMENTING	4	12
C INSPECTING AND EVALUATING	4	11
D TRAINING	3	9
E MAINTAINING AND RESEARCHING RECORDS, FILES, PUBLICATIONS, REPORTS	4	7
F PERFORMING MANUAL ACCOUNTING PROCEDURES	1	*
G PERFORMING PROCEDURES AND ANALYSIS FUNCTIONS	1	3
H PERFORMING FUNDS MANAGEMENT	*	*
I PERFORMING COMPUTER SYSTEMS OPERATIONS, BASE LEVEL	3	2
J PERFORMING COMPUTER SYSTEMS OPERATIONS, COMMAND LEVEL OR EQUIVALENT	*	*
K OPERATING AND MANAGING PUNCHED CARD ACCOUNTING MACHINES (PCAM)	*	*
L PERFORMING INVENTORY FUNCTIONS	4	2
M PERFORMING DOCUMENT CONTROL FUNCTIONS	1	*
N PERFORMING RECORDS MAINTENANCE FUNCTIONS	*	*
O PERFORMING CUSTOMER SERVICE UNIT (CSU) FUNCTIONS	*	*
P PERFORMING BENCH STOCK FUNCTIONS	2	*
Q PERFORMING OPERATIONS SUPPORT FUNCTIONS	4	2
R PERFORMING RETAIL SALES FUNCTIONS	7	3
S PERFORMING EQUIPMENT MANAGEMENT FUNCTIONS	2	1
T PERFORMING STOCK CONTROL FUNCTIONS	1	*
U PERFORMING MISSION SUPPORT (MICAP) FUNCTIONS	1	*
V PERFORMING WAR READINESS MANAGEMENT (WRM) FUNCTIONS	2	1
W INSPECTING, IDENTIFYING, AND CLASSIFYING PROPERTY	7	6
X RECEIVING, ISSUING, STORING, AND DISTRIBUTING PROPERTY	39	22
Y PERFORMING MUNITIONS UNIQUE ACCOUNTING FUNCTIONS	*	*
Z PERFORMING MATERIEL CONTROL, UNIT SUPPLY, AND ENGINE MANAGEMENT FUNCTIONS	2	1

\* Less than 1 percent



TABLE 9

## REPRESENTATIVE TASKS PERFORMED BY DAFSC 64531/51

TASKS	PERCENT PERFORMING (N=848)
X1183 OPERATE FORKLIFT	67
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	57
W1081 ACCEPT PROPERTY	48
X1196 PLACE PROPERTY IN WAREHOUSE BINS, RACKS, OR BAYS	47
L684 COUNT PROPERTY	47
W1130 VERIFY STOCK NUMBERS TO ITEMS	43
X1159 EXAMINE PROPERTY RECEIVED FOR DAMAGE	42
X1181 OPERATE CONVENTIONAL VEHICLES, SUCH AS PICKUP TRUCKS, FOR PROPERTY TRANSFER	40
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	39
X1185 OPERATE HEAVY VEHICLES, SUCH AS 1 1/2-TON TRUCKS OR 5-TON TRACTOR TRAILERS FOR PROPERTY TRANSFER	37
A6 DETERMINE WORK PRIORITIES	37
X1231 SELECT METHODS OR EQUIPMENT FOR MOVEMENT OF PROPERTY	37
X1194 PLACE AND POSITION PROPERTY IN VEHICLES	35
X1234 TRANSFER PROPERTY TO PICKUP AND DELIVERY UNITS	35
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	35
X1158 EXAMINE OUTGOING PROPERTY FOR DAMAGE	33
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	33
X1168 LOCATE ITEMS TO BE ISSUED, SHIPPED, OR TRANSFERRED	33
X1230 SELECT ITEMS TO BE ISSUED, SHIPPED, OR TRANSFERRED	32
X1199 PREPARE BIN LABELS	32
X1232 SET UP BINS, RACKS, BAYS, WAREHOUSES, OR OTHER STORAGE FACILITIES	32
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	32
X1209 PREPARE TURN-IN DOCUMENTS	31
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	31
X1179 OFF-LOAD INCOMING PROPERTY	31
R905 PROCESS PROPERTY TO WAREHOUSE LOCATIONS	31
X1238 WASH, WAX, AND CLEAN BASE SUPPLY VEHICLES	30
R906 PROCESS TRANSACTIONS THROUGH THE UTS 40 TERMINAL	30
X1144 CORRECT BIN LABELS	30

TABLE 10  
REPRESENTATIVE TASKS PERFORMED BY DAFSC 64571 PERSONNEL

TASKS		PERCENT PERFORMING (N=245)
A6	DETERMINE WORK PRIORITIES	77
C170	WRITE APR	77
B47	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY-RELATED MATTERS	76
D220	MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	71
C156	INSPECT PERSONNEL FOR COMPLIANCE WITH MILITARY STANDARDS	70
B46	COUNSEL SUBORDINATES ON JOB PROGRESSION OR CAREER DEVELOPMENT	69
A27	PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	69
X1183	OPERATE FORKLIFT	67
A11	DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	66
B114	SUPERVISE MATERIEL FACILITIES SPECIALIST (AFSC 64551) PERSONNEL	63
B101	ORIENT NEWLY ASSIGNED PERSONNEL	63
A24	ESTABLISH WORK SCHEDULES	60
C155	INSPECT CONDITION OR APPEARANCE OF FACILITIES OR WORK AREAS	59
D190	COUNSEL TRAINEES ON TRAINING PROGRESS	57
D221	MAKE ENTRIES ON AF FORMS 797 (JOB QUALIFICATION STANDARD CONTINUATION SHEET)	57
A41	SCHEDULE LEAVES OR PASSES	56
C166	REVIEW DELINQUENT DOCUMENT LISTINGS	56
C173	WRITE RECOMMENDATIONS FOR AWARDS OR DECORATIONS	55
X1186	OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	53
D218	MAKE ENTRIES ON AF FORMS 1098 (SPECIAL TASK CERTIFICATION AND RECURRING TRAINING)	52
D216	MAINTAIN TRAINING RECORDS	51
B45	CONDUCT STAFF MEETINGS OR BRIEFINGS	51
C140	EVALUATE PERSONNEL FOR COMPLIANCE WITH PERFORMANCE OR MILITARY STANDARDS	49
A34	PLAN WORK ASSIGNMENTS OR SEQUENCE OF WORK OPERATIONS	48
I498	MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	45
C162	PERFORM SAFETY INSPECTIONS	45
X1159	EXAMINE PROPERTY RECEIVED FOR DAMAGE	41

## AFR 39-1 SPECIALTY DESCRIPTIONS FOR AFSC 645X1

Survey data were compared to the AFR 39-1 Specialty Descriptions for the Materiel Storage and Distribution Specialist and Supervisor (DAFSCs 64531/51 and 64571, respectively), all dated 1 February 1988. These descriptions are intended to give a broad overview of the duties and tasks performed at each skill level in a career ladder (as discussed in SECTION II). The specialty descriptions for the Materiel Storage and Distribution Specialist (DAFSCs 64511, 64531, 64551) accurately reflect the responsibilities involved at these skill levels. In general, these personnel are involved in handling, storing, and distributing property.

The Specialty Description for the Materiel Storage and Distribution Supervisor (DAFSC 64571) generally reflects the duties performed by 7-skill level qualified individuals. Their top tasks deal with supervisory operations involving materiel facilities functions. However, they also perform numerous technical tasks and duties not adequately covered in this document, such as operating materiel handling equipment. The specialty description should more accurately reflect the number of technical tasks performed by 7-skill level individuals.

## AFSC 645X1 TRAINING ANALYSIS

As explained in SECTION II, occupational survey data can be used in developing and reviewing a career ladder's training requirements. These include appraising training documents, such as the Specialty Training Standard (STS). Data can also help justify establishing formal training within a career ladder. The most important factor used in assessing training is the percentage of an appropriate group, such as first-enlistment (1-48 months TAFMS) personnel performing tasks. Other, more secondary factors include TE and TD ratings (as explained in the Task Factor Administration section).

The secondary factors of TE and TD are useful in evaluating training programs. Tasks performed by many individuals with high TE and TD ratings may be appropriate for inclusion in a formal training program. However, high TE and TD ratings, coupled with low percent members performing, may show appropriateness for on-the-job training. Tasks performed by high numbers, but exhibiting low TE or TD ratings, may best be left out of formal training. Training personnel can use the products in the Training Extract containing percent members performing, TE, and TD listings to assist in reviewing training requirements.

### AFSC 645X1 Training Issues

A. AFSC 645X1 First-Enlistment Personnel. The 502 individuals in their first-enlistment within the AFSC 645X1 career ladder account for 46 percent of the sample. The majority of their tasks center around receiving, issuing,

storing, and distributing property, accounting for 45 percent of their total job time. Specifically, many of these tasks include operating materiel handling equipment, operating vehicles, and moving property. As with the AFSC 645X0 first-termers, these AFSC 645X1 airmen are diverse in their tasks, with few tasks (four) being performed by over 50 percent of first-termers (see Table 11). First-termers in this career ladder most commonly work in the Storage and Issue, Pickup and Delivery, and Receiving jobs (see Figure 3). Many, however, either did not group in these jobs, or were found in AFSC 645X0 jobs. They perform a somewhat narrow job averaging only 54 tasks, some of which are listed in Table 11. Figure 3 shows the distribution of first-enlistment person across the AFSC 645X1 jobs discussed in the SPECIALTY JOBS section of this report.

B. AFSC 645X1 Specialty Training Standard (STS). The AFSC 645X1 STS (dated February 1987) was matched against occupational survey data to determine how accurately it reflected the functions being performed by career ladder personnel. Sections dealing with managerial, general information, or knowledge areas were not examined. In addition to examining how well survey data supported STS items, analysis also examined any functions lacking in the STS.

As was the case with the AFSC 645X0 STS, it may be necessary to approach analysis of this STS from a different perspective. The AFSC 645X1 career ladder, though not as diverse as the AFSC 645X0 career ladder, still exhibits a good deal of heterogeneity. Because of the diversity of AFSC 645X1 individuals, the usual way of analyzing this document gives little survey support to the STS. Over 40 out of 86 STS items matched to survey data were identified as being performed by less than 20 percent of skill-level or TAFMS groups. According to ATRC 55-22, STS items performed by less than 20 percent of career ladder personnel are not supported by survey data and, thus, should be considered for exclusion from the STS.

Another product was created showing data on percent members performing across the major jobs AFSC 645X1 personnel work in. This approach more accurately mirrors the different functions performed by AFSC 645X1 airmen and, thus, makes for a more representative and complete STS. Using these data, only two STS items were not supported. These were: 5b(3), Change condition tags/labels, and 15m, Issue exception codes. Subject-matter experts need to examine these areas to ascertain their continued inclusion in the STS. This is especially true considering that they were not even supported matched to AFSC 645X1 jobs.

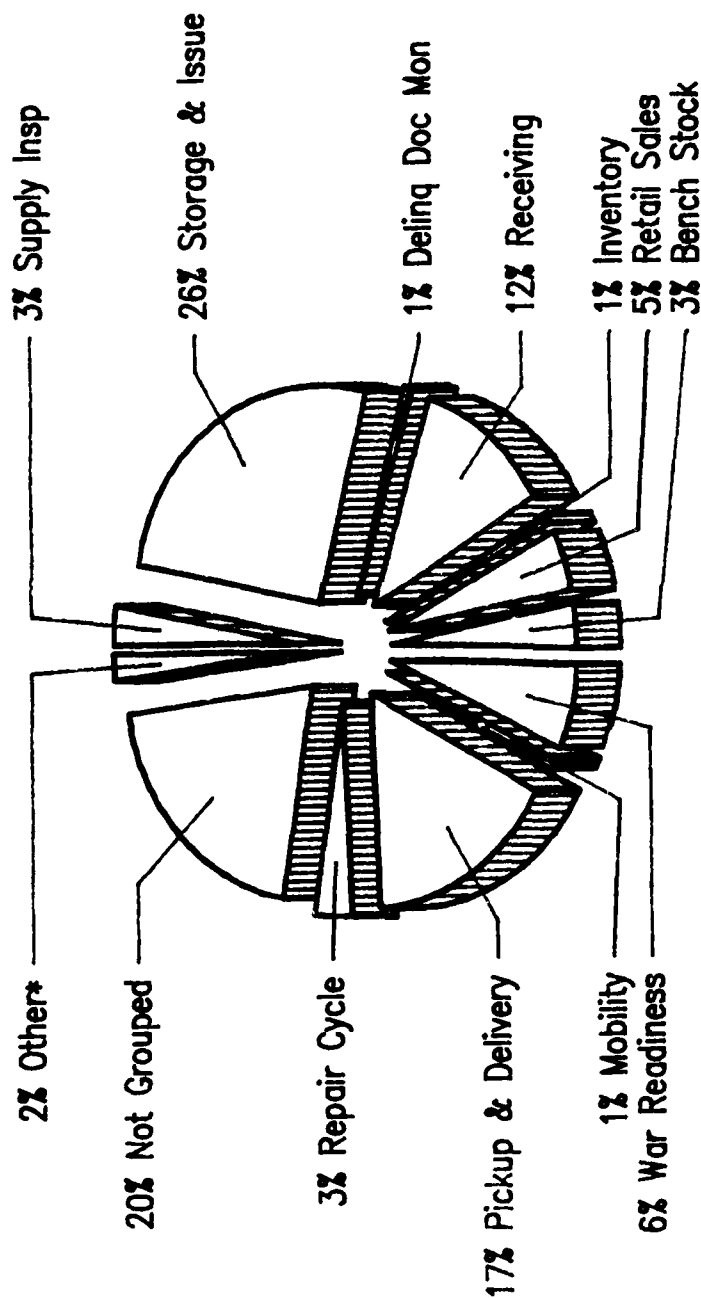
As with the AFSC 645X0 STS, there were a number of tasks not referenced to any STS item. Tasks performed by 20 percent or more of a career ladder group and exhibiting high TE or TD may warrant inclusion in the STS. Refer to the STS product run in the Training Extract to identify these unreferenced tasks. Training specialists should review these and other unreferenced tasks meeting these criteria to determine if their functions should be added to the STS.

TABLE 11

REPRESENTATIVE TASKS PERFORMED BY FIRST-ENLISTMENT  
(1-48 MONTHS TAFMS) AFSC 645X1 PERSONNEL

TASKS	PERCENT PERFORMING (N=502)
X1183 OPERATE FORKLIFT	65
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	58
X1196 PLACE PROPERTY IN WAREHOUSE BINS, RACKS, OR BAYS	53
L684 COUNT PROPERTY	50
W1081 ACCEPT PROPERTY	48
X1159 EXAMINE PROPERTY RECEIVED FOR DAMAGE	44
W1130 VERIFY STOCK NUMBERS TO ITEMS	42
X1181 OPERATE CONVENTIONAL VEHICLES, SUCH AS PICKUP TRUCKS, FOR PROPERTY TRANSFER	40
X1231 SELECT METHODS OR EQUIPMENT FOR MOVEMENT OF PROPERTY	39
X1194 PLACE AND POSITION PROPERTY IN VEHICLES	39
X1234 TRANSFER PROPERTY TO PICKUP AND DELIVERY UNITS	39
X1199 PREPARE BIN LABELS	35
X1185 OPERATE HEAVY VEHICLES, SUCH AS 1 1/2-TON TRUCKS OR 5-TON TRACTOR TRAILERS FOR PROPERTY TRANSFER	35
X1168 LOCATE ITEMS TO BE ISSUED, SHIPPED, OR TRANSFERRED	35
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	34
X1230 SELECT ITEMS TO BE ISSUED, SHIPPED, OR TRANSFERRED	34
R905 PROCESS PROPERTY TO WAREHOUSE LOCATIONS	34
X1158 EXAMINE OUTGOING PROPERTY FOR DAMAGE	34
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	32
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	32
X1238 WASH, WAX, AND CLEAN BASE SUPPLY VEHICLES	32
X1144 CORRECT BIN LABELS	32
X1232 SET UP BINS, RACKS, BAYS, WAREHOUSES, OR OTHER STORAGE FACILITIES	32
R917 VALIDATE WAREHOUSE LOCATIONS	31
X1138 COMPARE PHYSICAL COUNT WITH INFORMATION CONTAINED IN RECEIVING DOCUMENTS, TAGS, LABELS OR MARKINGS	31
X1179 OFF-LOAD INCOMING PROPERTY	30
R906 PROCESS TRANSACTIONS THROUGH THE UTS 40 TERMINAL	30

# AFSC 645X1 FIRST-ENLISTMENT JOBS



\* Included in this group are AFSC 645X1 Personnel grouped in primarily AFSC 645X0 jobs

Figure 3

## SECTION IV

### ANALYSIS OF 645X2 DAFSC GROUPS

Analyzing the various skill levels can be very useful in examining how responsibilities in a career ladder change as one progresses up the skill levels. This data is useful in evaluating the accuracy of career ladder documents, such as AFR 39-1 and Specialty Training Standards. Table 12 displays the distribution of AFSC 645X2 skill-level groups across specialty jobs. The relative percent time spent on each duty across skill-level groups is presented in Table 13.

As in the other Supply career ladders, DAFSC 64532/52 personnel essentially perform the same functions and, thus, will be discussed jointly. One difference that should be noted is that, in general, 3-skill level personnel perform a narrower job than their 5-skill level counterparts, concentrating almost exclusively on performing base-level computer systems operations, which accounts for 91 percent of their total job time. Five-skill level personnel, on the other hand, perform a broader job, getting into other duties. As a result of this job broadening at the 5-skill level, these individuals spend 77 percent of their total job time performing base-level computer systems operations.

The 103 airmen making up the combined DAFSC 64532/52 skill-level group account for 57 percent of the total AFSC 645X2 sample. They perform a very technical job, dealing with computer systems operations on the base level. These tasks include loading forms in printers and operating remote processing stations. Seventy-eight percent of this combined group's job time is spent performing these and other base-level computer systems operations. Eighty-seven percent of DAFSC 64532/52 personnel work in the Computer Systems Operations job (see Table 12). They perform a large job, averaging 134 tasks, some of which are included in Table 14.

The survey sample consisted of 77 DAFSC 64572 individuals, making up 43 percent of the AFSC 645X2 sample. Seven-skill level individuals still primarily perform a technical job, with only 28 percent of their total job time being taken up by supervisory and administrative functions. Fifty-three percent of their job time is still spent performing base-level computer system operations (see Table 13). A number of their technical tasks appear to be of a more complex nature than that of 3- and 5-skill level personnel. These include tasks involving identifying software problems and analyzing computer rejects and error conditions. Specific tasks include participating in identification of SBSS software problems, analyzing computer operations-oriented rejects, and analyzing ECL runstreams for error conditions. A representative sample of the 144 tasks they average in their job is included in Table 15.

TABLE 12

DISTRIBUTION OF AFSC 645X2 SKILL LEVEL MEMBERS ACROSS CAREER LADDER JOBS  
(PERCENT RESPONDING)

JOB GROUPS	DAFSC 64532/52 (N=103)	DAFSC 64572 (N=77)
I. MATERIEL CONTROL/UNIT SUPPLY PERSONNEL (N=383)	0	0
II. COMBAT ORIENTED SUPPLY ORGANIZATION (COSO) PERSONNEL (N=57)	0	0
III. SUPERVISORY PERSONNEL (N=344)	0	9
IV. DEMAND PROCESSING PERSONNEL (N=142)	0	0
V. RESEARCH SPECIALISTS (N=65)	0	0
VI. RECORDS MAINTENANCE PERSONNEL (N=47)	0	0
VII. MISSION SUPPORT (MICAP) PERSONNEL (N=141)	0	0
VIII. CUSTOMER SERVICE PERSONNEL (N=50)	*	0
IX. TRAINING PERSONNEL (N=34)	0	0
X. STOCK CONTROL PERSONNEL (N=76)	0	0
XI. REQUIREMENTS PERSONNEL (N=25)	0	0
XII. EQUIPMENT MANAGEMENT PERSONNEL (N=113)	0	0
XIII. PROCEDURES PERSONNEL (N=67)	0	4
XIV. MAJCOM INSPECTION PERSONNEL (N=10)	0	0
XV. ANALYSIS PERSONNEL (N=12)	*	0
XVI. DOCUMENT CONTROL PERSONNEL (N=56)	0	0
XVII. FUNDS MANAGEMENT PERSONNEL (N=15)	0	0
XVIII. INVENTORY PERSONNEL (N=101)	0	0
XIX. WAR READINESS PERSONNEL (N=144)	0	0
XX. MOBILITY PERSONNEL (N=25)	0	0
XXI. PCAM AND DISTRIBUTION PERSONNEL (N=44)	2	0
XXII. ENGINE MANAGEMENT PERSONNEL (N=11)	0	0
XXIII. RETAIL SALES PERSONNEL (N=141)	0	0
XXIV. REPAIR CYCLE PERSONNEL (N=126)	0	0
XXV. BENCH STOCK PERSONNEL (N=75)	0	0
XXVI. DELINQUENT DOCUMENT MONITOR (N=10)	0	0
XXVII. SUPPLY INSPECTORS (N=83)	0	0
XXVIII. STORAGE AND ISSUE PERSONNEL (N=244)	0	0
XXIX. RECEIVING PERSONNEL (N=137)	0	0
XXX. PICKUP AND DELIVERY PERSONNEL (N=164)	0	0
XXXI. COMPUTER SYSTEMS OPERATIONS PERSONNEL (N=143)	87	64
XXXII. NOT GROUPED (N=666)	9	23

\* Less than 1 percent



TABLE 13

RELATIVE TIME SPENT ON DUTIES BY DAFSC 645X2  
SKILL-LEVEL MEMBER

DUTIES	DAFSC 64530/50 (N=103)	DAFSC 64570 (N=77)
A ORGANIZING AND PLANNING	3	8
B DIRECTING AND IMPLEMENTING	2	7
C INSPECTING AND EVALUATING	2	9
D TRAINING	2	5
E MAINTAINING AND RESEARCHING RECORDS, FILES PUBLICATIONS, REPORTS	1	1
F PERFORMING MANUAL ACCOUNTING PROCEDURES	*	*
G PERFORMING PROCEDURES AND ANALYSIS FUNCTIONS	3	6
H PERFORMING FUNDS MANAGEMENT	*	*
I PERFORMING COMPUTER SYSTEMS OPERATIONS, BASE LEVEL	78	53
J PERFORMING COMPUTER SYSTEMS OPERATIONS, COMMAND LEVEL OR EQUIVALENT	2	6
K OPERATING AND MANAGING PUNCHED CARD ACCOUNTING MACHINES (PCAM)	3	1
L PERFORMING INVENTORY FUNCTIONS	*	*
M PERFORMING DOCUMENT CONTROL FUNCTIONS	*	*
N PERFORMING RECORDS MAINTENANCE FUNCTIONS	*	*
O PERFORMING CUSTOMER SERVICE UNIT (CSU) FUNCTIONS	*	*
P PERFORMING BENCH STOCK FUNCTIONS	*	*
Q PERFORMING OPERATIONS SUPPORT FUNCTIONS	*	*
R PERFORMING RETAIL SALES FUNCTIONS	*	*
S PERFORMING EQUIPMENT MANAGEMENT FUNCTIONS	*	*
T PERFORMING STOCK CONTROL FUNCTIONS	*	*
U PERFORMING MISSION SUPPORT (MICAP) FUNCTIONS	*	1
V PERFORMING WAR READINESS MANAGEMENT (WRM) FUNCTIONS	*	*
W INSPECTING, IDENTIFYING, AND CLASSIFYING PROPERTY	*	*
X RECEIVING, ISSUING, STORING, AND DISTRIBUTING PROPERTY	*	*
Y PERFORMING MUNITIONS UNIQUE ACCOUNTING FUNCTIONS	*	0
Z PERFORMING MATERIEL CONTROL, UNIT SUPPLY, AND ENGINE MANAGEMENT FUNCTIONS	*	*

\* Less than 1 percent

TABLE 14

REPRESENTATIVE TASKS PERFORMED BY DAFSC 64532/52

TASKS	PERCENT PERFORMING (N=103)
I490 LOAD FORMS IN PRINTERS	93
I472 INITIALIZE OR REINITIALIZE REMOTES	87
I491 LOAD READER INPUTS	87
I509 OPERATE REMOTE PROCESSING STATION (RPS)	85
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	85
I593 TURN RPS ON OR OFF	85
I516 PERFORM MINOR OPERATOR MAINTENANCE ON PERIPHERALS	85
I565 REMOVE COMPUTER IN-LINE OUTPUTS FROM PRINTERS	84
I558 PROCESS TWILIGHT MODE PROGRAMS	84
I487 LOAD CARDS IN CARD PUNCHES	84
I559 PROCESS UTILITY MODE PROGRAMS	83
I549 PROCESS END OF NIGHT (EON) ACTIONS	83
I450 DOWNLOAD THE HAND-HELD TERMINAL (HHT) TO S1100/60	83
I464 IMPLEMENT CONVERSATIONAL TIME SHARING (CTS)	82
I554 PROCESS REPORTS MODE PROGRAMS	82
I548 PROCESS DAY CARD	82
I553 PROCESS RELEVELING FOLLOW-UP	82
I507 OPERATE LOGMARS EQUIPMENT	80
I517 PERFORM MINOR OPERATOR MAINTENANCE ON RPS EQUIPMENT	80
I501 MONITOR PERIPHERALS	78
I550 PROCESS FILE STATUS FOLLOW-UP	78
I510 OUTPUT SBSS PAPER QUEUES	77
I461 IMPLEMENT @SYM STATEMENTS	77
I544 PRINT BAR CODE LABELS	77
I494 MAINTAIN COMPUTER ROOM DIARIES OR LOGS	76
I591 TERMINATE IN-LINE MODE PROCESSING AND REPORTS MODE	76
I470 IMPLEMENT SYSTEM CONTROL KEY-INS (CONS)	75
I522 PERFORM RECOVERY PROCEDURES	75
I459 GENERATE INTEGRATED RECOVERY UNIT (IRU) DUMPS	74
I508 OPERATE REMOTE CARD READERS	73

TABLE 15  
REPRESENTATIVE TASKS PERFORMED BY DAFSC 64572

TASKS	PERCENT PERFORMING (N=77)
I398 ANALYZE COMPUTER OPERATIONS-ORIENTED REJECTS	75
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	73
I400 ANALYZE ECL RUNSTREAMS FOR ERROR CONDITIONS	70
I575 REVIEW AIR FORCE-WIDE RELEASES	69
I399 ANALYZE COMPUTER REJECTS FOR SUPPORTED ACTIVITIES	68
A6 DETERMINE WORK PRIORITIES	68
I511 PARTICIPATE IN IDENTIFICATION OF SBSS SOFTWARE PROBLEMS	66
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	66
I411 ANALYZE RPS CONSOLE TYPEOUTS	66
I464 IMPLEMENT CONVERSATIONAL TIME SHARING (CTS)	65
C170 WRITE APR	65
I407 ANALYZE RECOVERY PROCEDURES	65
D220 MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	65
I567 RESEARCH COMPUTER OPERATIONS-ORIENTED REJECTS	64
I490 LOAD FORMS IN PRINTERS	64
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	62
B47 COUNSEL SUBORDINATES ON PERSONAL OR MILITARY-RELATED MATTERS	62
I470 IMPLEMENT SYSTEM CONTROL KEY-INS (CONS)	61
I509 OPERATE REMOTE PROCESSING STATION (RPS)	61
I472 INITIALIZE OR REINITIALIZE REMOTES	61
I434 CORRECT PERIPHERAL MALFUNCTIONS	61
I468 IMPLEMENT QUERY LANGUAGE PROCESSOR (QLP)	60
I406 ANALYZE PROGRAM SELECT CARDS	60
I397 ANALYZE BASE CONSTANTS	60
I431 CORRECT COMPUTER OPERATIONS-ORIENTED REJECTS	60
I423 COORDINATE PROGRAM RELEASE DOCUMENTATION	58
I413 ASSIST THE DPI OR INFORMATION PROCESSING CENTER (IPC) IN TROUBLESHOOTING/FAULT ISOLATION	58
I589 REVIEW RPS CONSOLE TYPEOUTS	57
I433 CORRECT ERRORS DETECTED BY PROCESSING PROGRAMS	57
I426 COORDINATE SYSTEM ADVISORY NOTICE (SAN) WITH SBSS USERS	57

## AFR 39-1 SPECIALTY DESCRIPTIONS FOR AFSC 645X2

As discussed in the respective AFSC 645X0 and 645X1 sections, comparing occupational survey data to AFR 39-1 Specialty Descriptions can be useful in determining their accuracy. The increase knowledge of a career ladder achieved through occupational survey data can lead to more precise Specialty Descriptions. These broad descriptions of the AFSC 645X2 career ladder are all dated 1 February 1988.

The Specialty Description for Supply Systems Analysis Specialists (DAFSC 64512, 64532, 64552) accurately reflects the job being performed by these personnel. They are primarily operating remote processing stations and performing other computer systems operations. The Supply Systems Analysis Supervisor (DAFSC 64572) Specialty Description is also well supported by survey data. It accurately discusses both the technical and supervisory nature of the 7-skill level's job.

## AFSC 645X2 TRAINING ANALYSIS

One of the major purposes of occupational survey data is determining the accuracy of training documents, such as STSs and POIs. The major factors used in reviewing these training tools include, first, the percentage of an appropriate criterion group performing tasks (such as first-termers), followed by TE and TD ratings. As explained in SECTION II's TRAINING ANALYSIS section, reviewing tasks using these three factors can assist training development personnel in determining the task's appropriateness for training. Training personnel can use the products in the Training Extract that contain percent members performing, TE, and TD listings to assist in reviewing training requirements. An additional product has been added to the Training Extract. Automated Training Indicators (ATI) give technical school personnel an objective, categorical training decision indicator based on Atch 1, ATCR 52-22.

### AFSC 645X2 Training Issues

A. AFSC 645X2 First-Assignment Personnel. Since the AFSC 645X2 career ladder is a lateral ladder, it is more appropriate to look at jobs and tasks performed by personnel in their first assignment within the AFSC 645X2 ladder (1-48 months TICF), rather than personnel in their first enlistment (1-48 months TAFMS). Of the 180 AFSC 645X2 personnel in the sample, 68 were in their first assignment, accounting for 38 percent of the AFSC 645X2 sample. Overall, this is a rather homogeneous group, performing a very technical job revolving around base-level computer systems operations. Performing this duty accounts for the vast majority of their total job time (78 percent). As would be expected, almost all work in the Computer Systems Operations Job. Examples

of tasks performed by this specialized group include operating remote processing stations, loading forms in printers, and implementing conversational time sharing. These and other examples of the 121 tasks they average are listed in Table 16.

B. AFSC 645X2 Specialty Training Standard (STS). The STS for the AFSC 645X2 career ladder (dated January 1987) was compared to survey data to ascertain its soundness as a career ladder-wide training document. Sections dealing with managerial, general information, or knowledge areas were not reviewed. In addition to examining how well survey data supported STS items, analysis also examined any areas which may be lacking in the STS.

Overall, survey data supported the STS. The majority of performance items had tasks performed by 20 percent or more of AFSC 645X2 personnel. Several STS paragraphs, however, had items matched to tasks performed by under 20 percent of a major group. Of the 24 unsupported items, 16 were found in the "STANDARD BASE SUPPLY ORGANIZATION AND FUNCTIONS" paragraph (Paragraph 5). Specifically, these were most of the STS items listed under the "Procedures" (5b), "Customer Service" (5c), and "Stock Control" (5e) sections. Another major unsupported STS area was Paragraph 13, "COMBAT SUPPLY SYSTEM (CSS)." Every item having tasks matched to it was performed by under 20 percent of career ladder personnel. These unsupported STS items are listed in Table 17. Subject-matter experts should examine these areas and consider eliminating them due to low percent members performing.

Because of the homogeneity of this ladder (in contrast to AFSC 645X0 and 654X1), 3-skill level proficiency codes were analyzed to determine how well they correspond to first-assignment performance levels. Items matched to tasks performed by over 30 percent of first-assignment personnel normally should have a task performance or task knowledge proficiency code at the 3-skill level, unless other factors warrant otherwise. This would warrant inclusion in the resident course. By the same token, items matched to tasks performed by under 30 percent of those personnel should not have a 3-skill level proficiency code and, thus, no resident course training.

Table 18 lists those items supported by over 30 percent of first-assignment personnel, but with no proficiency code at the 3-skill level so as to allow for inclusion in a training course. Subject-matter experts should examine these items to ascertain whether the proficiency codes should be changed to a knowledge or performance coding. Several other items had 3-skill level proficiency codes, but low percentages of first-assignment personnel performing them. Table 19 gives a listing of these STS items. Subject-matter experts need to review these items to determine if their 3-skill level proficiency codes should be removed and, thus, eliminated from inclusion in a training course.

A final area of analysis involves examining tasks not matched to any STS item. Tasks performed by 20 percent or more of a major group, but unreferenced to the STS, should be considered for STS inclusion. Additionally, tasks with high TE or TD ratings should be examined for possible inclusion in the STS. Several tasks dealing with base level computer operations systems were not matched to the STS. Many were tasks performed by over 50 percent of a

TABLE 16

REPRESENTATIVE TASKS PERFORMED BY FIRST-ASSIGNMENT  
(1-48 MONTHS TICF) AFSC 645X2 PERSONNEL

TASKS	PERCENT PERFORMING (N=68)
I490 LOAD FORMS IN PRINTERS	91
I472 INITIALIZE OR REINITIALIZE REMOTES	90
I509 OPERATE REMOTE PROCESSING STATION (RPS)	88
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	87
I464 IMPLEMENT CONVERSATIONAL TIME SHARING (CTS)	87
I491 LOAD READER INPUTS	87
I487 LOAD CARDS IN CARD PUNCHES	85
I450 DOWNLOAD THE HAND-HELD TERMINAL (HHT) TO S1100/60	85
I565 REMOVE COMPUTER IN-LINE OUTPUTS FROM PRINTERS	84
I593 TURN RPS ON OR OFF	82
I516 PERFORM MINOR OPERATOR MAINTENANCE ON PERIPHERALS	82
I470 IMPLEMENT SYSTEM CONTROL KEY-INS (CONS)	81
I558 PROCESS TWILIGHT MODE PROGRAMS	81
I507 OPERATE LOGMARS EQUIPMENT	81
I559 PROCESS UTILITY MODE PROGRAMS	79
I549 PROCESS END OF NIGHT (EON) ACTIONS	79
I553 PROCESS RELEVELING FOLLOW-UP	79
I548 PROCESS DAY CARD	79
I554 PROCESS REPORTS MODE PROGRAMS	78
I494 MAINTAIN COMPUTER ROOM DIARIES OR LOGS	78
I461 IMPLEMENT QSYM STATEMENTS	78
I501 MONITOR PERIPHERALS	78
I517 PERFORM MINOR OPERATOR MAINTENANCE ON RPS EQUIPMENT	78
I508 OPERATE REMOTE CARD READERS	76
I510 OUTPUT SBSS PAPER QUEUES	75
I459 GENERATE INTEGRATED RECOVERY UNIT (IRU) DUMPS	75
I465 IMPLEMENT EXECUTIVE CONTROL LANGUAGE (ECL)	75
I550 PROCESS FILE STATUS FOLLOW-UP	75
I597 UPLOAD AN IRL PROGRAM INTO A HHT FROM THE S1100/60	74
I522 PERFORM RECOVERY PROCEDURES	74
I544 PRINT BAR CODE LABELS	72
I400 ANALYZE ECL RUNSTREAMS FOR ERROR CONDITIONS	72
I591 TERMINATE IN-LINE MODE PROCESSING AND REPORTS MODE	72
I406 ANALYZE PROGRAM SELECT CARDS	72

TABLE 17

AFSC 645X2 STS ITEMS NOT SUPPORTED BY JOB OSR DATA

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
3c(2) DATA ELEMENTS AND CODES					
2b - - - - -					
E271 RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR SUPPLY INDICATIVE DATA	.64	4%	5%	4%	4.64
3c(5) FUNCTIONS, CHARACTERISTICS, AND OPERATION PROCEDURES OF AUTOMATIC EQUIPMENT					
2b - - - - -					
E283 RESEARCH PUBLICATIONS FOR EQUIPMENT OPERATION OR MAINTENANCE PROCEDURES	1.84	15%	15%	16%	4.20
5b(1) RECOMMEND PROCEDURAL CHANGES TO HIGHER HEADQUARTERS					
- B - - - - -					
1541 PREPARE RECOMMENDED PROGRAM CHANGES FOR SUBMISSION TO HIGHER HEADQUARTERS	2.45	3%	6%	14%	6.54
5b(2) CONDUCT SURVEILLANCE VISIT					
- B - - - - -					
G353 PERFORM ANNUAL INTERNAL SURVEILLANCE VISITS ON FUNCTIONS OF THE SUPPLY ORGANIZATION	.64	6%	5%	14%	5.98
5b(4) HOST TENANT SUPPORT RESPONSIBILITIES OF A USAF ORGANIZATION					
- B - - - - -					
G356 PREPARE SUPPLY PORTION OF JOINT TENANCY AGREEMENTS IAW AFR 11-4	.25	0%	1%	5%	6.64

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 17 (CONTINUED)  
AFSC 645X2 STS ITEMS NOT SUPPORTED BY JOB OSR DATA

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
5b(5) PROCESS ORGANIZATION ACCOUNT CODE REQUESTS - B					
N755 PROCESS ORGANIZATION RECORDS, SHOP CODE, OR DELIVERY DESTINATION DATA	.68	3%	5%	1%	4.45
5c(1) RECORD, INVESTIGATE, AND RESOLVE CUSTOMER COMPLAINTS AND PROBLEMS					
0775 PERFORM RESEARCH TO RESOLVE CUSTOMER COMPLAINTS, PROBLEMS, OR INQUIRIES	1.09	3%	5%	4%	5.52
5c(2) PERFORM ANALYSIS OF CUSTOMER SUPPLY SUPPORT PROBLEMS					
0779 PROVIDE INFORMATION TO PROCEDURES AND ANALYSIS BRANCH CONCERNING CSU TREND ANALYSIS	.20	1%	2%	1%	5.02
5c(3) PERFORM ANALYSIS SUPPLY PROBLEMS					
0774 PERFORM CSU TREND ANALYSIS	.16	3%	5%	1%	5.58
5c(4) CONDUCT CUSTOMER ASSISTANCE VISITS					
0762 CONDUCT CUSTOMER SERVICE UNIT (CSU) VISITS	.18	1%	3%	0%	5.36

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00



TABLE 17 (CONTINUED)

AFSC 645X2 STS ITEMS NOT SUPPORTED BY JOB QSR DATA

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
5c(5) SUPPLY PRICING DISCREPANCIES					
0764 DOCUMENT POSSIBLE PRICE DISCREPANCIES, CHALLENGES, AND INQUIRIES	.45	1%	3%	1%	5.31
5e(1) STOCK LEVELING POLICY					
H376 DETERMINE REQUIREMENTS FOR SPECIAL LEVELS IMPACTING STOCK FUNDS	.20	0%	2%	3%	6.65
5e(2) RECONCILE TRANSACTION/ASSET/STATUS REPORT (D28)					
T977 MONITOR DAILY AIR FORCE RECOVERABLE ASSEMBLY MANAGEMENT SYSTEM (AFRAMS) REPORTS	.52	0%	1%	0%	4.87
5e(3) REQUISITIONING PROCEDURES					
U1036 PERFORM POST-POST REQUISITIONING	.93	0%	0%	0%	4.79
5e(4) MATERIEL OBLIGATION VALIDATION (MOV)					
T988 PERFORM DUE-IN RECONCILIATIONS	.57	1%	0%	1%	5.22

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 17 (CONTINUED)

AFSC 645X2 STS ITEMS NOT SUPPORTED BY JOB OSR DATA

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
5e(5) VALIDATE BNR, RNB, AND SNC TRANSACTIONS					
-----					
T1026 VALIDATE ACCOUNTING TRANSACTIONS, SUCH AS RECEIVED NOT BILLED (RNB) TRANSACTIONS	.23	0%	1%	0%	5.69
-----					
5e(6) PREPARE A SUPPLY DIFFICULTY LETTER					
-----					
T1005 PREPARE SUPPLY DIFFICULTY OR COMMAND ASSISTANCE REQUESTS	.43	1%	3%	0%	5.15
-----					
5e(7) MANAGE ADJUSTED STOCK LEVELS					
-----					
H376 DETERMINE REQUIREMENTS FOR SPECIAL LEVELS IMPACTING STOCK FUNDS	.20	0%	2%	3%	6.65
-----					
13a CONCEPTS- COMBAT SUPPLY SYSTEM					
-----					
V1064 MANAGE COMBAT SUPPLY ACTIVITY (CSA) PROGRAMS	.30	1%	2%	0%	6.07
-----					
13d READY CSS FOR OPERATION					
-----					
I562 READY DCSS FOR OPERATION	3.27	12%	7%	6%	5.28

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 17 (CONTINUED)

AFSC 645X2 STS ITEMS NOT SUPPORTED BY JOB OSR DATA

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	SKILL LEVEL (N=77)	TASK DIFF**
13e OPERATE CSS HARDWARE	-	-	-	-	-
1506 OPERATE DEPLOYABLE COMBAT SUPPLY SYSTEM (DCSS) HARDWARE	2.68	12%	7%	9%	5.81
13f OPERATE CSS POWER GENERATOR	-	-	-	-	-
1505 OPERATE DCSS POWER GENERATOR	2.52	10%	9%	5%	4.93
13g PERFORM PREVENTIVE MAINTENANCE ON CSS HARDWARE	-	-	-	-	-
1518 PERFORM PREVENTIVE MAINTENANCE ON DCSS HARDWARE	2.50	9%	6%	6%	4.74
15c DEFINE PROGRAM OBJECTIVE MEMORANDUM (POM) PROGRAM	-	-	-	-	-
1440 DEFINE PROGRAM OBJECTIVE MEMORANDUM (POM)	.86	0%	2%	9%	8.03

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 18

AFSC 645X2 STS ITEMS WITH HIGH FIRST-ASSIGNMENT PERCENT PERFORMING  
BUT NOT CODED AT THE 3-SKILL LEVEL

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
5b(6) MANAGE REJECT PROGRAM					
1431 CORRECT COMPUTER OPERATIONS-ORIENTED REJECTS	6.70	65%	70%	60%	6.78
8t PARTICIPATE IN THE IDENTIFICATION OF SBSS SOFTWARE PROBLEMS					
1511 PARTICIPATE IN IDENTIFICATION OF SBSS SOFTWARE PROBLEMS	6.11	56%	57%	66%	7.24
9d COORDINATE PROCESSING REQUIREMENTS					
1421 COORDINATE PROCESSING REQUIREMENTS WITH THE DPI	4.43	38%	38%	56%	5.61
9f(1) COORDINATE SYSTEM ADVISORY NOTICE (SAN) WITH SBSS USERS					
1426 COORDINATE SYSTEM ADVISORY NOTICE (SAN) WITH SBSS USERS	4.70	35%	34%	57%	5.36
9f(2) ASSIST THE IPC IN TROUBLE SHOOTING/FAULT ISOLATION					
1413 ASSIST THE DPI OR INFORMATION PROCESSING CENTER (IPC) IN TROUBLESHOOTING/FAULT ISOLATION	6.05	51%	47%	58%	7.94
9f(4) ASSIST THE IPC ON SBSS DATA BASE RECOVERIES					
1414 ASSIST THE DPI OR IPC ON SBSS DATA BASE RECOVERIES	5.98	54%	52%	56%	7.78

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 19

AFSC 645X2 STS ITEMS WITH LOW FIRST-ASSIGNMENT PERCENT PERFORMING  
CODED AT THE 3-SKILL LEVEL

STS REFERENCE/TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
3c(1) SUPPLY POLICY AND PROCEDURES					
2b - - - - -					
E284 RESEARCH PUBLICATIONS FOR GENERAL SUPPLY POLICES OR PROCEDURES	2.02	22%	21%	25%	4.77
3c(7) FUNCTIONAL RESPONSIBILITIES OF THE STANDARD BASE SUPPLY SYSTEM (SBSS) BRANCHES, SECTIONS, AND UNITS					
2b - - - - -					
E284 RESEARCH PUBLICATIONS FOR GENERAL SUPPLY POLICES OR PROCEDURES	2.02	22%	21%	25%	4.77
7a CHARACTERISTICS OF NUMBERING SYSTEMS ASSOCIATED WITH THE COMPUTER SYSTEM					
A B - - - - -					
I418 CONVERT VALUES FROM ONE NUMBERING SYSTEM TO ANOTHER	4.59	19%	19%	29%	4.81
7g(2) RESEARCH RECORDS UPDATED, CREATED, AND DELETED					
1b B - - - - -					
E290 RESEARCH SUPPLY TRANSACTION DATA	2.55	16%	14%	21%	5.56
7j USE CODE CARD					
2b - - - - -					
I418 CONVERT VALUES FROM ONE NUMBERING SYSTEM TO ANOTHER	4.59	19%	19%	29%	4.81

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 19 (CONTINUED)

AFSC 645X2 STS ITEMS WITH LOW FIRST-ASSIGNMENT PERCENT PERFORMING  
CODED AT THE 3-SKILL LEVEL

STS REFERENCE/TASKS	ING EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
7k(2) DEVELOP FLOWCHART					
1a - - - - -					
1443 DEVELOP FLOWCHART	3.41	12%	18%	22%	5.92
9b(2) PROCESS, COMPUTER PROCESSING SCHEDULE					
2b B - - - - -					
1449 DISTRIBUTE MONTHLY COMPUTER OPERATIONS SCHEDULES	3.98	28%	28%	18%	3.66
9g ESTABLISH ALTERNATE RPS OPERATIONS IN THE IPC, WHEN SBSS RPS IS INOPERATIVE					
a - - - - -					
1422 COORDINATE PROCESSING WITH BACKUP COMPUTER SITES	2.75	9%	11%	25%	5.99
11 PROPERTY RESPONSIBILITY					
A B - - - - -					
G339 IDENTIFY VIOLATIONS OF SUPPLY DISCIPLINE	2.95	9%	7%	22%	5.41
12d(2) UPLOAD AN IRL PROGRAM INTO A HHT FROM THE DISKETTE					
1a - - - - -					
1596 UPLOAD AN IRL PROGRAM INTO A HHT FROM THE DISKETTE	5.02	29%	28%	13%	5.12
12d(3) UPLOAD AN IRL PROGRAM INTO A HHT, MANUALLY READING THE BAR CODED PROGRAM INSTRUCTIONS					
1a - - - - -					
1598 UPLOAD AN IRL PROGRAM INTO A HHT MANUALLY, READING THE CODED PROGRAM INSTRUCTIONS	5.14	24%	26%	14%	5.34

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

major group and had high TE ratings. Table 20 lists several of these tasks. Subject-matter experts should examine them to determine whether or not to include those functions in the STS.

C. AFSC 64532 Plan of Instruction. POI G3AZR64532 was examined in this analysis. This course primarily deals with the S1100/60 computer, Remote Processing Stations, and the different types of software used by AFSC 645X2 personnel. With the assistance of training specialists from Lowry AFB, this POI was matched to applicable inventory tasks. Computer printouts were then generated to display the results of the matching for use in analyzing the accuracy of the POI. Only performance objectives were reviewed in this analysis due to their relevance to task statements.

The POI is generally well supported by survey data. A total of nine POI performance objectives were unsupported by survey data. These objectives are listed in Table 21. Six of these objectives (I 5a, I 7a, I 7c, III 1h, IV 1a, and VI 4f) deal with researching publications and records. Subject-matter experts should examine these objectives to determine if they should remain in the POI.

As with the STS, another part of the POI analysis involves examining unreferenced tasks. The POI, like the STS, had several tasks dealing with base-level computer operations systems not matched. Many were performed by high percentages of first-job/first-assignment personnel and had high TE ratings. Table 22 lists examples of these tasks. Training specialists should review unreferenced tasks performed by 30 percent or more of AFSC 645X2 first-job/first-assignment personnel to determine if they should be included in common resident course training. A complete listing is contained in the Training Extract, which has been forwarded to the technical training school.

## SECTION V

### MAJCOM ANALYSIS

Occupational survey data can be used in examining differences in duty and task performance data across major commands. Highlighting these differences may identify any specific needs MAJCOMs may have due to distinguishing performance functions.

In most major commands, personnel in the Supply career field were performing basically similar functions. In other words, though the major commands may have their own particular procedures, their overall job descriptions are comparable.

Two exceptions were noted during the MAJCOM analysis. A small number of AFSC 645X0 personnel utilized by TAC work in Combat Oriented Supply Organizations (COSO). This is the only job identified which is performed primarily by

TABLE 20  
EXAMPLES OF TASKS NOT REFERENCED TO AFSC 645X2 STS

TASKS	TNG EMP*	FIRST- ASSIGNMENT (N=68)	5-SKILL LEVEL (N=94)	7-SKILL LEVEL (N=77)	TASK DIFF**
I403 ANALYZE LOG PRINTS AND DUMPS	5.20	60%	52%	51%	6.58
I405 ANALYZE PROBLEM REPORTS	4.95	54%	49%	56%	6.62
I452 ESTABLISH PSEUDO READER OPERATIONS	3.93	54%	55%	42%	4.58
I453 ESTABLISH REPORTS MODE PROGRAMS	3.75	51%	53%	31%	4.81
I460 IDENTIFY FILES NECESSARY FOR SBSS OPERATIONS	6.16	59%	59%	45%	6.67
I465 IMPLEMENT EXECUTIVE CONTROL LANGUAGE (ECL)	6.00	75%	68%	52%	5.87
I466 IMPLEMENT OR SORT MERGE PROCESSORS (SORT)	5.00	50%	47%	38%	5.59
I468 IMPLEMENT QUERY LANGUAGE PROCESSOR (QLP)	6.43	65%	69%	60%	6.09
I472 INITIALIZE OR REINITIALIZE REMOTES	6.86	90%	86%	61%	3.60
I523 PERFORM SUPPLY INTERFACE SYSTEM (SIFS) MONITOR RESPONSIBILITIES	6.36	53%	53%	40%	6.39

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00



TABLE 21

ITFMS FROM POI 3AZR64532 WITH LESS THAN 30 PERCENT  
ALL FIRST-ASSIGNED PERFORMING

ITEM/TASK	FIRST-JOB PERFORMING (N=47)	FIRST- ASSIGNMENT (N=68)	TNG EMP*	TASK DIFF**
I5a RESEARCH THE S-2A-1, INDEX OF USAF AND DOD FEDERAL SUPPLY CATALOGS AND RELATED CATALOGING PUBLICATIONS (extract), AND AFR O-2, NUMERICAL INDEX OF STANDARD AND RECURRING AIR FORCE PUBLICATIONS (EXTRACT), TO CROSS-REFERENCE SUPPLY AND TECHNICAL PUBLICATIONS TO THEIR CURRENT PUBLICATION DATES. ONE INSTRUCTOR ASSIST IS ALLOWED. (3 HRS)	0%	0%	.32	4.12
E288 RESEARCH S-2A-1 PUBLICATIONS				
I7a USING AFM 67-1, VOLUME II, PART TWO, RESEARCH FOR SUPPLY POLICIES AND PROCEDURES CONCERNING REQUIREMENTS COMPUTATION, FOLLOW-UP, FILE STATUS. TWO INSTRUCTOR ASSISTS ARE ALLOWED. (1.5 HRS)				
E284 RESEARCH PUBLICATIONS FOR GENERAL SUPPLY POLICIES OR PROCEDURES	26%	22%	2.02	4.77
I7c USING AFM 67-1, VOLUME II, PART TWO, RESEARCH FOR THE FUNCTIONAL RESPONSIBILITIES OF BRANCHES, SECTIONS, AND UNITS OF THE SBSS. ONE INSTRUCTOR ASSIST IS ALLOWED. (5.5 HRS)				
G361 RESEARCH SUPPLY PUBLICATIONS TO RESOLVE PROCEDURAL PROBLEMS	17%	16%	2.23	5.93

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 21 (CONTINUED)

ITEMS FROM POI 3AZR64532 WITH LESS THAN 30 PERCENT  
ALL FIRST-ASSIGNED PERFORMING

ITEM/TASK	FIRST-JOB PERFORMING (N=47)	FIRST ASSIGNMENT (N=68)	TNG EMP*	TASK DIFF**
II3c USING A SBSS CODE CARD AND A LIST OF CHARACTERS, CONVERT THE CHARACTER TO THE EQUIVALENT CODES LISTED ON THE CODE CARD. ONE INSTRUCTOR ASSIST IS ALLOWED. (1 HR)	11%	12%	2.89	4.74
1463 IMPLEMENT CODE CARD				
II3h USING SG G3ALR64532 001-III-1, RESEARCH FOR FUNCTIONS, CAPA- BILITIES, AND OPERATING PROCEDURES OF SELECTED REMOTE PROCES- SING STATION (RPS) PERIPHERALS. ONE INSTRUCTOR ASSIST IS ALLOWED. (1 HR)				
E283 RESEARCH PUBLICATIONS FOR EQUIPMENT OPERATION OR MAINTENANCE PROCEDURES	17%	15%	1.84	4.20
IV1a USING AFM 67-1, VOLUME II, PART FOUR, AND A LIST OF DATA ELEMENTS AND CODES, RESEARCH THE DATA ELEMENTS AND CODES. ONE INSTRUCTOR ASSIST IS ALLOWED. (2.5 HRS)				
E271 RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR SUPPLY INDICATIVE DATA	6%	4%	.64	4.64

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 21 (CONTINUED)

ITEMS FROM POI 3AZR64532 WITH LESS THAN 30 PERCENT  
ALL FIRST-ASSIGNED PERFORMING

ITEM/TASK	FIRST-JOB PERFORMING (N=47)	FIRST ASSIGNMENT (N=68)	TNG EMP*	TASK DIFF**
VI4f USING SG G3ALR64532 001-VI-4, INLINE PROCESSING, AND AUDIT TRAIL DOCUMENTS, RESEARCH FOR RECORDS THAT WERE CREATED, UPDATED, AND DELETED BY THE TIP PROCESSOR. (3.5 HRS)				
- - - - - E290 RESEARCH SUPPLY TRANSACTION DATA	21%	16%	2.55	5.56
- - - - -				
VII2a USING SG G3ALR64532 001-VII-2, ALTERNATE RPS OPERATIONS, STATE THE PURPOSE AND GUIDELINES FOR ESTABLISHING A PLAN FOR ALTERNATIVE RPS OPERATIONS IN THE IPS, WHEN THE SBSS RPS IS INOPERATIVE. (1 HR)				
- - - - - I422 COORDINATE PROCESSING WITH BACKUP COMPUTER SITES	13%	9%	2.75	5.99
- - - - -				
VII4b USING AFM 67-1, VOLUME II, PART FOUR, IDENTIFY THE SCHEDULES SCHEDULES USED FOR MONITORING THE EFFECTIVENESS OF SBSS RPS OPERATIONS. (3 HRS)				
- - - - - I602 VERIFY UTILIZATION LOGS	28%	29%	4.32	4.55

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

TABLE 22

EXAMPLES OF TASKS NOT REFERENCED TO POI G3AZR64532 WITH  
30 PERCENT OR MORE PERFORMING

TASKS	1ST ASGN PERCENT PERFORMING (N=68)	TRAINING EMPHASIS*	TASK DIFFICULTY**
I403 ANALYZE LOG PRINTS AND DUMPS	60%	5.20	6.58
I405 ANALYZE PROBLEM REPORTS	54%	4.95	6.62
I408 ANALYZE REMOTE MESSAGE QUEUES	54%	5.86	5.10
I437 CREATE SBSS PAPER QUEUES	54%	5.89	5.38
I460 IDENTIFY FILES NECESSARY FOR SBSS OPERATIONS	59%	6.16	6.67
I466 IMPLEMENT OR SORT MERGE PROCESSORS (SORT)	50%	5.00	5.59
I468 IMPLEMENT QUERY LANGUAGE PROCESSOR (QLP)	65%	6.43	6.09
I401 ANALYZE FILE VERIFICATION USING SOFTWARE CONVENTIONS	37%	4.57	7.39
I438 DEBUG SURGE PROGRAMS	32%	5.95	7.73
I533 PREPARE LOCAL UTILITY PROGRAMS	40%	6.14	5.71

\* Training Emphasis has an average of 1.30 and a standard deviation of 1.77

\*\* Task Difficulty has an average of 5.00 and a standard deviation of 1.00

one major command. A second exception was found among AFSC 645X2 personnel where 15 survey sample individuals assigned to Air Force Communication Command (AFCC) (accounting for 8 percent of the AFSC 645X2 sample) are very much involved in performing command-level computer systems operations. This duty accounts for 22 percent of their total job time. Almost all are assigned to SSC at Gunter AFS. Some of their tasks include analyzing program applications, analyzing output or results generated during programming testing, and developing and evaluating data automation requirement proposals.

## JOB SATISFACTION ANALYSIS

An examination of the job satisfaction indicators of each experience group provides some understanding of factors which may affect the job performance of AFSC 645XX personnel. Job satisfaction indicators for AFSC 645X0 and 645X1 TAFMS groups and the AFSC 645X2 TICF group are shown in Tables 23, 25, and 27, respectively. These are displayed alongside a comparative sample of similar career ladders surveyed in 1987. This gives a relative measure of how the job satisfaction of personnel in AFSC 645XX compares with other similar career ladders in the Air Force. Job satisfaction indicators from the previous survey were also analyzed to examine any changes in job satisfaction over time. Finally, job satisfaction across specialty jobs was examined to determine how overall job satisfaction may be influenced by the specific job performed.

Five attitude questions covering job interest, perceived utilization of talents, perceived utilization of training, sense of accomplishment from the job, and reenlistment intentions provide indications of job satisfaction. The analysis comparing current and previous survey job satisfaction indicators does not include sense of accomplishment and reenlistment intention results due to a lack of data on those questions from the previous survey.

Comparing AFSC 645X0 job satisfaction indicators to comparative data shows AFSC 645X0 personnel having slightly higher job satisfaction indicators in almost every area (see Table 23). Comparing the 1978 job satisfaction data to the present 1988 survey data shows a slight increase in job satisfaction over time. This was especially true for 49-96 month personnel in their positive responses to perceived use of training (see Table 24). First-enlistment personnel, however, displayed a minor decrease of 2 percentage points in positive response to the job interest question.

AFSC 645X1 personnel were matched against the same comparative sample as AFSC 645X0 personnel. Unlike the AFSC 645X0 sample, AFSC 645X1 personnel generally had lower positive responses than the comparative sample. This was especially true in the 1-48 and 49-96 months TAFMS groups (see Table 25). Senior career ladder members, however, did exhibit an increase in job satisfaction indicators. The AFSC 645X1 97 months and above TAFMS group had higher positive responses than the comparative sample in all areas. In fact, they had higher positive responses than AFSC 645X0 personnel in this TAFMS group. Comparing how job satisfaction responses have changed over time, shows that

TABLE 23

COMPARISON OF AFSC 645X0 TAFMS GROUP JOB SATISFACTION INDICATORS  
(PERCENT MEMBERS RESPONDING)\*

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	AFSC 645X0 (N=1,114)	1987 COMP SAMPLE** (N=3,237)	AFSC 645X0 (N=471)	1987 COMP SAMPLE** (N=1,176)	AFSC 645X0 (N=890)	1987 COMP SAMPLE** (N=2,227)
<u>EXPRESSED JOB INTEREST:</u>						
INTERESTING	58	56	65	64	76	73
SO-SO	26	23	21	20	15	15
DULL	16	20	14	15	8	11
<u>PERCEIVED USE OF TALENTS:</u>						
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	69 30	65 35	76 24	72 28	82 18	79 20
<u>PERCEIVED USE OF TRAINING:</u>						
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	75 24	76 23	79 21	72 27	78 21	75 24
<u>SENSE OF ACCOMPLISHMENT FROM WORK:</u>						
SATISFIED	62	58	67	63	72	68
NEUTRAL	18	15	13	11	9	10
DISSATISFIED	19	26	19	25	18	21
<u>REENLISTMENT INTENTIONS:</u>						
WILL/PROBABLY WILL REENLIST	65	60	77	74	75	69
WILL NOT/PROBABLY WILL REENLIST	33	38	21	23	6	9
WILL RETIRE	***	***	***	1	18	21

\* Columns may not add to 100 percent due to nonresponse and rounding

\*\* Comparative Sample is composed of all non-lateral career ladders surveyed in 1987  
(includes AFSCs 391X0, 392X0, 552X5, 566X0, 603X0, and 612X1)

\*\*\* Denotes less than 1 percent

TABLE 24

AFSC 645X0 CURRENT AND PREVIOUS JOB SATISFACTION INDICATORS  
(PERCENT MEMBERS RESPONDING)\*

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	1988 (N=1,114)	1978 (N=510)	1988 (N=471)	1978 (N=248)	1988 (N=890)	1978 (N=462)
<u>EXPRESSED JOB INTEREST:</u>						
INTERESTING	58	60	65	59	76	74
SO-SO	26	21	21	23	15	12
DULL	16	17	14	15	8	10
<u>PERCEIVED USE OF TALENTS:</u>						
FAIRLY WELL TO PERFECTLY	69	63	76	71	82	79
LITTLE OR NOT AT ALL	30	36	24	27	18	19
<u>PERCEIVED USE OF TRAINING:</u>						
FAIRLY WELL TO PERFECTLY	75	72	79	66	78	76
LITTLE OR NOT AT ALL	24	27	21	32	21	22

\* Columns may not add to 100 percent due to nonresponse and rounding

TABLE 25

COMPARISON OF AFSC 645X1 TAFMS GROUP JOB SATISFACTION INDICATORS  
(PERCENT MEMBERS RESPONDING)\*

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	AFSC 645X1 (N=502)	1987 COMP SAMPLE** (N=3,237)	AFSC 645X1 (N=294)	1987 COMP SAMPLE** (N=1,176)	AFSC 645X1 (N=297)	1987 COMP SAMPLE** (N=2,227)
<u>EXPRESSED JOB INTEREST:</u>						
INTERESTING	48	56	54	64	78	73
SO-SO	30	23	32	20	14	15
DULL	21	20	14	15	7	11
<u>PERCEIVED USE OF TALENTS:</u>						
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	55 44	65 35	70 30	72 28	83 17	79 20
<u>PERCEIVED USE OF TRAINING:</u>						
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	74 25	76 23	71 28	72 27	81 18	75 24
<u>SENSE OF ACCOMPLISHMENT FROM WORK:</u>						
SATISFIED	57	58	62	63	78	68
NEUTRAL	16	15	18	11	8	10
DISSATISFIED	27	26	20	25	14	21
<u>REENLISTMENT INTENTIONS:</u>						
WILL/PROBABLY WILL REENLIST	64	60	82	74	77	69
WILL NOT/PROBABLY WILL NOT REENLIST	33	38	17	23	3	9
WILL RETIRE	***	***	***	1	19	21

\* Columns may not add to 100 percent due to nonresponse and rounding

\*\* Comparative Sample is composed of all non-lateral career ladders surveyed in 1987 (includes AFSCs 391X0, 392X0, 552X5, 566X0, 603X0, and 612X1)

\*\*\* Denotes less than 1 percent



when compared to the 1978 survey, the percentage of positive responses has generally increased for every experience group in almost every area. The sole exception to this is the present AFSC 645X1 49-96 TAFMS group having a slightly lower positive response to job interest than the equivalent group's response in the previous survey (see Table 26).

Due to being a lateral career ladder, AFSC 645X2 job satisfaction indicators were compared to a comparative sample of a similar lateral career ladder. Overall, AFSC 645X2 personnel had higher positive responses than the comparative sample's. This was especially true of 1-48 months TICF personnel, who had very highly positive responses to all job satisfaction questions (see Table 27). AFSC 645X2 49-96 months TICF groups had lower positive responses than the comparative sample in job interest and perceived use of talents. A marked difference in reenlistment intentions was noted in the 97 and above months TICF groups. Fifty-seven percent of the AFSC 645X2 group intended to reenlist as opposed to 100 percent of the comparative sample. The comparative sample's high reenlistment rate may have been due to the small number contained in their 97 and above month TICF group (6 individuals). No analysis was done comparing present to previous job satisfaction indicators for the AFSC 645X2 career ladder due to a lack of data in this area.

Job satisfaction indicators for specialty jobs were also examined to identify jobs having high or low job satisfaction (see Table 28). AFSC 645X0 jobs with the highest job satisfaction indicators include the MAJCOM Inspection, Procedures, Analysis, and Funds Management jobs. Their lowest rated jobs included Mobility, PCAM and Distribution, and Document Control jobs. AFSC 645X1 jobs, as a whole, displayed the lowest positive responses. These jobs included Storage and Issue, Receiving, and Pickup and Delivery. One interesting point is that one AFSC 645X1 job, Supply Inspectors, had very high job satisfaction indicators. This could be due to the seniority of group members and the fact that positive responses tended to increase with experience. As might also be expected, the AFSC 645X2 job (Computer Systems Operations) displayed some of the highest job satisfaction indicators.

#### IMPLICATIONS

As explained in the INTRODUCTION to this report, this survey was requested by USAFOMC/OMT to gather data for determining training needs within the Supply career field. The most obvious finding of this survey is the extreme diversity within the Supply career field. This was especially evident in the AFSC 645X0 and 645X1 career ladders, with the AFSC 645X2 career ladder demonstrating the greatest amount of homogeneity. A total of 31 different jobs were identified. With such diversity, career field personnel may perform any one of a number of very different and distinct functions.

The biggest impact of this diversity is on the career field training documents and programs; specifically the AFSC 645X0 and 645X1 Specialty Training Standards (STS) and the AFSC 645X0 3ABR course Plan of Instruction (POI). Because of the diversity of the AFSC 645X0 and 645X1 career ladders,

TABLE 26

AFSC 645X1 CURRENT AND PREVIOUS JOB SATISFACTION INDICATORS  
(PERCENT MEMBERS RESPONDING)\*

	1-48 MOS TAFMS		49-96 MOS TAFMS		97+ MOS TAFMS	
	1988 (N=502)	1978 (N=277)	1988 (N=294)	1981 (N=111)	1988 (N=297)	1981 (N=197)
<u>EXPRESSED JOB INTEREST:</u>						
INTERESTING	48	42	54	57	78	71
SO-SO	30	31	32	21	14	18
DULL	21	25	14	18	7	7
<u>PERCEIVED USE OF TALENTS:</u>						
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	55 44	46 54	70 30	61 36	83 17	80 18
<u>PERCEIVED USE OF TRAINING:</u>						
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	74 25	71 27	71 28	64 33	81 18	80 18

\* Columns may not add to 100 percent due to nonresponse and rounding

TABLE 27

COMPARISON OF AFSC 645X2 T1CF GROUP JOB SATISFACTION INDICATORS  
(PERCENT MEMBERS RESPONDING)

	1-48 MOS T1CF		49-96 MOS T1CF		97+ MOS T1CF	
	AFSC 645X2 (N=68)	1987 COMP SAMPLE** (N=325)	AFSC 645X2 (N=51)	1987 COMP SAMPLE** (N=65)	AFSC 645X2 (N=61)	1987 COMP SAMPLE** (N=6)
EXPRESSED JOB INTEREST:						
INTERESTING	85	84	80	83	89	67
SO-SO	7	10	16	12	10	33
DULL	7	6	4	5	2	0
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECTLY	93	82	80	88	92	100
LITTLE OR NOT AT ALL	7	18	20	12	8	0
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECTLY	90	75	73	68	90	83
LITTLE OR NOT AT ALL	9	24	27	32	10	17
SENSE OF ACCOMPLISHMENT FROM WORK:						
SATISFIED	87	75	69	68	84	83
NEUTRAL	6	7	12	8	7	0
DISSATISFIED	6	17	20	23	10	17
REENLISTMENT INTENTIONS:						
WILL PROBABLY WILL REENLIST	82	66	82	74	57	100
WILL NOT/PROBABLY WILL NOT	12	24	16	8	11	0
REENLIST	4	3	2	5	21	0
WILL RETIRE						

\* Columns may not add to 100 percent due to nonresponse and rounding

\*\* Comparative Sample is composed of all lateral career ladders surveyed in 1987 (AFSC 545X3)

TABLE 28

JOB SATISFACTION INDICATORS BY SPECIALTY GROUP  
(PERCENT MEMBERS RESPONDING)\*

	MATERIEL CONTROL/ UNIT SUPPLY PERSONNEL (N=383)	COSO PERSONNEL (N=57)	SUPERVISORY PERSONNEL (N=344)	DEMAND PROCESSING PERSONNEL (N=142)	RESEARCH SPECIALISTS (N=65)	RECORDS MAINTENANCE PERSONNEL (N=47)	MISSION SUPPORT PERSONNEL (N=141)	CUSTOMER SERVICE PERSONNEL (N=50)
EXPRESSED JOB INTEREST:								
INTERESTING	69	72	74	54	57	79	80	70
SO-SO	22	23	18	28	22	11	16	18
DULL	9	5	7	18	18	11	3	12
PERCEIVED USE OF TALENTS:								
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	77 23	88 12	84 15	75 25	74 25	70 21	84 16	84 14
PERCEIVED USE OF TRAINING:								
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	71 29	79 19	80 19	87 13	82 18	85 15	91 8	84 16
SENSE OF ACCOMPLISHMENT FROM WORK:								
SATISFIED	70	72	71	61	63	70	77	72
NEUTRAL	11	14	12	13	18	19	7	14
DISSATISFIED	19	14	17	25	17	11	13	14
REENLISTMENT INTENTIONS:								
WILL/PROBABLY WILL REENLIST	74	77	70	73	78	77	72	66
WILL NOT/PROBABLY WILL NOT REENLIST	17	14	9	24	15	19	20	26
WILL RETIRE	8	9	19	3	6	4	6	6

\* Columns may not add to 100 percent due to nonresponse and rounding

TABLE 28 (CONTINUED)  
JOB SATISFACTION INDICATORS BY SPECIALTY GROUP  
(PERCENT MEMBERS RESPONDING)\*

	TRAINING PERSONNEL (N=34)	STOCK CONTROL PERSONNEL (N=76)	REQUIREMENTS PERSONNEL (N=25)	EQUIPMENT MANAGEMENT PERSONNEL (N=113)	PROCEDURES PERSONNEL (N=67)	MAJCOM INSPECTION PERSONNEL (N=10)	ANALYSIS PERSONNEL (N=12)	DOCUMENT CONTROL PERSONNEL (N=56)
EXPRESSED JOB INTEREST:								
INTERESTING	82	74	84	68	93	100	92	29
SO-SO	2	18	12	16	6	0	8	45
DULL	15	7	4	16	1	0	0	27
PERCEIVED USE OF TALENTS:								
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	85 15	79 20	96 4	81 19	96 4	90 10	92 8	39 59
PERCEIVED USE OF TRAINING:								
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	74 26	88 11	88 12	85 13	93 7	90 10	67 33	64 32
SENSE OF ACCOMPLISHMENT FROM WORK:								
SATISFIED	79	75	80	68	81	100	92	48
NEUTRAL	12	14	16	10	6	0	8	29
DISSATISFIED	9	8	4	22	13	0	0	21
REENLISTMENT INTENTIONS:								
WILL/PROBABLY WILL REENLIST	71	64	80	71	76	90	83	64
WILL NOT/PROBABLY WILL NOT REENLIST	29	36	16	28	7	0	17	32
WILL RETIRE	0	0	0	2	15	10	0	4

\* Columns may not add to 100 percent due to nonresponse and rounding

TABLE 28 (CONTINUED)

JOB SATISFACTION INDICATORS BY SPECIALTY GROUP  
(PERCENT MEMBERS RESPONDING)\*

	FUNDS MANAGEMENT PERSONNEL (N=15)	INVENTORY PERSONNEL (N=101)	WAR READINESS PERSONNEL (N=144)	MOBILITY PERSONNEL (N=25)	PCAM AND DISTRIBUTION PERSONNEL (N=44)	ENGINE MANAGEMENT PERSONNEL (N=11)	RETAIL SALES PERSONNEL (N=141)	REPAIR CYCLE PERSONNEL (N=126)
<u>EXPRESSED JOB INTEREST:</u>								
INTERESTING	100	70	76	44	18	73	63	65
SO-SO	0	19	15	28	36	18	25	17
DULL	0	11	9	28	45	9	11	17
<u>PERCEIVED USE OF TALENTS:</u>								
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	100 0	83 17	80 19	44 56	30 70	73 27	72 28	71 28
<u>PERCEIVED USE OF TRAINING:</u>								
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	93 7	85 11	80 20	40 60	48 52	36 64	74 26	79 20
<u>SENSE OF ACCOMPLISHMENT FROM WORK:</u>								
SATISFIED	93	75	75	44	30	64	61	67
NEUTRAL	7	13	9	20	20	18	20	17
DISSATISFIED	0	12	16	36	50	18	18	16
<u>REENLISTMENT INTENTIONS:</u>								
WILL/PROBABLY WILL REENLIST	80	78	72	76	68	55	70	75
WILL NOT/PROBABLY WILL NOT REENLIST	13	20	26	20	32	18	25	20
WILL RETIRE	7	2	2	0	0	27	5	3

\* Columns may not add to 100 percent due to nonresponse and rounding

TABLE 28 (CONTINUED)  
JOB SATISFACTION INDICATORS BY SPECIALTY GROUP  
(PERCENT MEMBERS RESPONDING)\*

	BENCH STOCK PERSONNEL (N=75)	DELINQUENT DOCUMENT MONITOR (N=10)	SUPPLY INSPECTORS (N=63)	STORAGE AND ISSUE PERSONNEL (N=24)	RECEIVING PERSONNEL (N=137)	PICKUP AND DELIVERY PERSONNEL (N=164)	COMPUTER SYSTEMS OPERATIONS PERSONNEL (N=143)
<u>EXPRESSED JOB INTEREST:</u>							
INTERESTING	64	70	89	55	55	46	87
SO-SO	21	20	7	30	29	29	9
DULL	13	0	4	16	15	24	4
<u>PERCEIVED USE OF TALENTS:</u>							
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	72 28	70 30	87 13	66 34	66 34	54 45	90 10
<u>PERCEIVED USE OF TRAINING:</u>							
FAIRLY WELL TO PERFECTLY LITTLE OR NOT AT ALL	75 25	50 50	86 13	82 17	83 16	68 32	86 13
<u>SENSE OF ACCOMPLISHMENT FROM WORK:</u>							
SATISFIED	67	60	81	66	63	54	80
NEUTRAL	13	20	5	11	16	18	9
DISSATISFIED	20	20	13	23	21	27	10
<u>REENLISTMENT INTENTIONS:</u>							
WILL/PROBABLY WILL REENLIST	77	30	84	70	66	66	75
WILL NOT/PROBABLY WILL NOT REENLIST	15	70	8	24	26	27	13
WILL RETIRE	8	0	7	5	7	4	11

\* Columns may not add to 100 percent due to nonresponse and rounding

very little support was found for their respective STSs and the DAFSC 64530 POI, applying the guidelines outlined in ATCR 52-22. Most job-specific tasks were performed by low percentages of the total first-enlistment, 5-, or 7-skill level groups. Only very general tasks were performed by at least 50 percent of personnel in the above groups. Only when survey data was examined by job was there much support found.

Career ladder managers need to contemplate the future training directions for the Supply career field, especially concerning AFSC 645X0. If the guidelines set forth in ATCR 52-22 were followed, the logical conclusion would be to eliminate the 645X0 3ABR course due to low percent members performing tasks, the large number of diverse functions being performed, and low task difficulty ratings for those tasks being performed. This finding was also brought out in a May 1986 Training Evaluation Report (TER) which suggested considering "eliminating training in very low utilization areas."

Several options are available for consideration and all should be examined thoroughly. If formal ABR training is still preferred for entering the AFSC 645X0 career ladder, special data printouts are available in the Training Extract to assist in arriving at good cost-effective training which will meet the needs of both the Supply career field and the Air Force in these times of austere budget cutbacks.



APPENDIX A

TABLE A1

MATERIEL CONTROL/UNIT SUPPLY PERSONNEL  
GP0161

GROUP SIZE: 383		PERCENT OF SAMPLE: 10%
AVERAGE TICF: 103 MONTHS		AVERAGE TAFMS: 108 MONTHS
DAFSC: 64530: 6%	64531: *	65432: 0%
64550: 54%	64551: 3%	64552: 0%
64570: 36%	64571: 1%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
E280 RESEARCH MCRL PUBLICATIONS	87
E281 RESEARCH ML-C PUBLICATIONS	85
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	85
E257 MAINTAIN MICROFICHE FILES OF INDEXES, DIRECTIVES, STOCK- LISTS, OR TABLES OF ALLOWANCES	73
E279 RESEARCH IL PUBLICATIONS	71
Z1296 INTERPRET DAILY DOCUMENT REGISTERS (D04 REPORT)	63
M714 MAINTAIN DAILY DOCUMENT REGISTER (D04 REPORTS)	62
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	61
Z1297 INTERPRET PRIORITY MONITOR REPORTS (D18 REPORT)	61
Z1314 MAINTAIN PRIORITY MONITOR REPORTS (D18 REPORT)	61
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	59
A6 DETERMINE WORK PRIORITIES	59
T982 MONITOR PRIORITY LISTINGS (D18 REPORT)	57
E284 RESEARCH PUBLICATIONS FOR GENERAL SUPPLY POLICIES OR PROCEDURES	56
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	54
E258 MAINTAIN MICROFICHE PUBLICATION FILES	52
E275 RESEARCH H4 SERIES PUBLICATIONS	51
R892 PREPARE AF FORMS 1297 (TEMPORARY RECEIPT)	51
E262 MAINTAIN STOCK NUMBER DIRECTORIES	50
W1081 ACCEPT PROPERTY	49
E263 MAINTAIN SUSPENSE FILES, SUCH AS DD FORMS 1348-6	49
A4 DETERMINE OFFICE SPACE, EQUIPMENT, OR SUPPLY REQUIREMENTS	49
E273 RESEARCH H2 SERIES PUBLICATIONS	49
E287 RESEARCH REASONS FOR REQUISITION CANCELLATIONS	47
E261 MAINTAIN STATUS BOARDS, GRAPHS, OR CHARTS	47
E270 RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR ITEM IDENTIFICATION AND CLASSIFICATION	47
E290 RESEARCH SUPPLY TRANSACTION DATA	46

\* Less than 1 percent

TABLE A2

COMBAT ORIENTED SUPPLY ORGANIZATION (COSO)  
GP0164

GROUP SIZE: 57  
AVERAGE TICF: 91 MONTHS

PERCENT OF SAMPLE: 2%  
AVERAGE TAFMS: 95 MONTHS

DAFSC:	64530: 2%	64531: 0%	65432: 0%
	64550: 60%	64551: 0%	64552: 0%
	64570: 35%	64571: 3%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	91
E280 RESEARCH MCRL PUBLICATIONS	91
E281 RESEARCH ML-C PUBLICATIONS	89
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	84
E261 MAINTAIN STATUS BOARDS, GRAPHS, OR CHARTS	84
E262 MAINTAIN STOCK NUMBER DIRECTORIES	84
Q844 PREPARE DD FORMS 1348-1 (DOD SINGLE LINE ITEM RELEASE/ RECEIPT DOCUMENT) DURING POST-POST CONDITIONS	75
T982 MONITOR PRIORITY LISTINGS (D18 REPORT)	74
S955 REVIEW AF FORMS 2005 (ISSUE/TURN IN REQUEST)	72
M714 MAINTAIN DAILY DOCUMENT REGISTER (D04 REPORTS)	72
Q839 OBTAIN VERIFICATION (OF URGENCY OF NEED (UND) A AND B REQUESTS) WHEN ITEMS ARE NOT AVAILABLE FOR ISSUE	70
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	68
Z1314 MAINTAIN PRIORITY MONITOR REPORTS (D18 REPORT)	68
Q836 MONITOR REJECTS	68
R896 PROCESS BACKORDERS OR DUE-OUTS	67
Q813 ESTABLISH BACKORDERS ON VERIFIED EXPEDITE REQUESTS	65
E263 MAINTAIN SUSPENSE FILES, SUCH AS DD FORMS 1348-6	63
Q852 PROCESS ISSUE REQUESTS FROM CUSTOMER VIA HANDCARRIED	61
Z1379 VERIFY MICAP REQUIREMENTS	61
U1035 MONITOR MICAP REQUIREMENTS	61
E257 MAINTAIN MICROFICHE FILES OF INDEXES, DIRECTIVES, STOCK- LISTS, OR TABLES OF ALLOWANCES	61
W1081 ACCEPT PROPERTY	60
Z1297 INTERPRET PRIORITY MONITOR REPORTS (D18 REPORT)	60
A6 DETERMINE WORK PRIORITIES	60
X1137 CLEAR REJECTED INPUTS	60
C170 WRITE APR	60
Q825 MAINTAIN AUTHORIZATION LISTING FOR UND A AND B REQUESTS	60
X1203 PREPARE ISSUE DOCUMENTS	58
Q849 PREPARE SUPPLY OR EQUIPMENT ISSUE INPUTS FOR COMPUTER PROCESSING	58

TABLE A3  
SUPERVISORY PERSONNEL  
GP0162

GROUP SIZE: 344	PERCENT OF SAMPLE: 9%
AVERAGE TICF: 145 MONTHS	AVERAGE TAFMS: 159 MONTHS
DAFSC: 64530: *	64531: *      65432: 0%
64550: 23%	64551: 5%      64552: *
64570: 55%	64571: 14%      64572: 2%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
B47 COUNSEL SUBORDINATES ON PERSONAL OR MILITARY-RELATED MATTERS	95
C170 WRITE APR	91
B46 COUNSEL SUBORDINATES ON JOB PROGRESSION OR CAREER DEVELOPMENT	89
A6 DETERMINE WORK PRIORITIES	89
D220 MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	86
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	84
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	83
D221 MAKE ENTRIES ON AF FORMS 797 (JOB QUALIFICATION STANDARD CONTINUATION SHEET)	77
A41 SCHEDULE LEAVES OR PASSES	77
C156 INSPECT PERSONNEL FOR COMPLIANCE WITH MILITARY STANDARDS	76
B101 ORIENT NEWLY ASSIGNED PERSONNEL	75
A24 ESTABLISH WORK SCHEDULES	72
D190 COUNSEL TRAINEES ON TRAINING PROGRESS	71
A22 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	69
C173 WRITE RECOMMENDATIONS FOR AWARDS OR DECORATIONS	69
B98 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	68
A14 DEVELOP SELF-INSPECTION PROGRAMS	68
C140 EVALUATE PERSONNEL FOR COMPLIANCE WITH PERFORMANCE OR MILITARY STANDARDS	67
D216 MAINTAIN TRAINING RECORDS	65
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	65
A4 DETERMINE OFFICE SPACE, EQUIPMENT, OR SUPPLY REQUIREMENTS	65
C154 INDORSE AIRMAN PERFORMANCE REPORTS (APR)	64
B109 SUPERVISE INVENTORY MANAGEMENT SPECIALIST (AFSC 64550) PERSONNEL	60

\* Less than 1 percent

TABLE A4  
DEMAND PROCESSING PERSONNEL  
GP0163

GROUP SIZE: 142	PERCENT OF SAMPLE: 4%
AVERAGE TICF: 47 MONTHS	AVERAGE TAFMS: 50 MONTHS
DAFSC: 64530: 12%	64531: 0%
64550: 74%	64551: 1%
64570: 13%	64571: 0%
	64532: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	86
Q855 PROCESS ISSUE REQUESTS FROM CUSTOMER VIA TELEPHONE	85
E281 RESEARCH ML-C PUBLICATIONS	85
E280 RESEARCH MCRL PUBLICATIONS	83
Q852 PROCESS ISSUE REQUESTS FROM CUSTOMER VIA HANDCARRIED	82
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	81
S955 REVIEW AF FORMS 2005 (ISSUE/TURN IN REQUEST)	73
Q823 LOAD NEW ITEM RECORDS	70
E279 RESEARCH IL PUBLICATIONS	70
E282 RESEARCH PART NUMBER HISTORY PUBLICATIONS	68
Q844 PREPARE DD FORMS 1348-1 (DOD SINGLE LINE ITEM RELEASE/ RECEIPT DOCUMENT) DURING POST-POST CONDITIONS	65
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	64
X1204 PREPARE POST-POST DOCUMENTATION	63
R896 PROCESS BACKORDERS OR DUE-OUTS	62
X1203 PREPARE ISSUE DOCUMENTS	61
E275 RESEARCH H4 SERIES PUBLICATIONS	59
E273 RESEARCH H2 SERIES PUBLICATIONS	59
Q839 OBTAIN VERIFICATION (OF URGENCY OF NEED (UND) A AND B REQUESTS) WHEN ITEMS ARE NOT AVAILABLE FOR ISSUE	58
Q847 PREPARE INPUTS FOR PART NUMBER TO STOCK NUMBER CONVERSIONS	57
E270 RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR ITEM IDENTIFICATION AND CLASSIFICATION	57
E263 MAINTAIN SUSPENSE FILES, SUCH AS DD FORMS 1348-6	56
E262 MAINTAIN STOCK NUMBER DIRECTORIES	56
Q838 OBTAIN AZ AND BZ WORK ORDER JUSTIFICATIONS	55
X1212 PROCESS POST-POST DOCUMENTATION	54
R906 PROCESS TRANSACTIONS THROUGH THE UTS 40 TERMINAL	52
0777 PROCESS PRIORITY WALK-THROUGH REQUESTS	51
Q832 MAINTAIN LETTERS OF APPROVAL FOR PHOTOGRAPHIC ITEMS	50
Q831 MAINTAIN ISSUE REQUEST SUSPENSE FILES	49
Q854 PROCESS ISSUE REQUESTS FROM CUSTOMER VIA RADIO	49
X1137 CLEAR REJECTED INPUTS	49

TABLE A5  
RESEARCH SPECIALISTS  
ST0357

GROUP SIZE: 65	PERCENT OF SAMPLE: 2%
AVERAGE TICF: 79 MONTHS	AVERAGE TAFMS: 83 MONTHS
DAFSC: 64530: 9%	64531: 0%
64550: 65%	64551: 0%
64570: 25%	64571: 1%
	65432: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

<u>TASKS</u>		<u>PERCENT MEMBERS PERFORMING</u>
E280	RESEARCH MCRL PUBLICATIONS	100
E281	RESEARCH ML-C PUBLICATIONS	97
E279	RESEARCH IL PUBLICATIONS	91
E275	RESEARCH H4 SERIES PUBLICATIONS	80
E273	RESEARCH H2 SERIES PUBLICATIONS	78
E266	OPERATE MICROFICHE VIEWERS OR PRINTERS	77
E277	RESEARCH H6 PUBLICATIONS	65
E274	RESEARCH H3 PUBLICATIONS	65
E270	RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR ITEM IDENTIFICATION AND CLASSIFICATION	62
E282	RESEARCH PART NUMBER HISTORY PUBLICATIONS	62
E271	RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR SUPPLY INDICATIVE DATA	57
E284	RESEARCH PUBLICATIONS FOR GENERAL SUPPLY POLICIES OR PROCEDURES	57
E257	MAINTAIN MICROFICHE FILES OF INDEXES, DIRECTIVES, STOCK- LISTS, OR TABLES OF ALLOWANCES	54
E276	RESEARCH H5 PUBLICATIONS	54
E278	RESEARCH H7 PUBLICATIONS	49
E263	MAINTAIN SUSPENSE FILES, SUCH AS DD FORMS 1348-6	48
E288	RESEARCH S-2A-1 PUBLICATIONS	45
E258	MAINTAIN MICROFICHE PUBLICATION FILES	43
E262	MAINTAIN STOCK NUMBER DIRECTORIES	37
E245	ESTABLISH SUSPENSE FILES, SUCH AS DD FORMS 1348-6	35
A27	PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	34
A6	DETERMINE WORK PRIORITIES	31
E290	RESEARCH SUPPLY TRANSACTION DATA	28

TABLE A6  
RECORDS MAINTENANCE PERSONNEL  
ST0415

GROUP SIZE: 47	PERCENT OF SAMPLE: 1%
AVERAGE TICF: 63 MONTHS	AVERAGE TAFMS: 69 MONTHS
DAFSC: 64530: 13%	64531: 0%
64550: 70%	64551: 0%
64570: 17%	64571: 0%
	64532: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
N749 PREPARE INDICATIVE DATA CHANGES	96
N753 PROCESS ADDS, CHANGES, OR DELETES FOR SUPPORT RECORDS	91
N745 MAINTAIN SUPPORT DOCUMENTATION FOR RECORDS MAINTENANCE	91
N743 MAINTAIN ROUTING IDENTIFIER LISTINGS	91
N750 PREPARE INPUTS TO ESTABLISH INTERCHANGEABLE OR SUBSTITUTION GROUPS	91
N748 PREPARE AF FORMS 86 (REQUEST FOR CATALOGING DATA/ACTION)	89
N741 MAINTAIN RECORD OF FROZEN ITEMS RECORDS	89
N755 PROCESS ORGANIZATION RECORDS, SHOP CODE, OR DELIVERY DESTINATION DATA	89
N744 MAINTAIN SHIPPING DESTINATION LISTS	89
N736 MAINTAIN DELIVERY DESTINATION LISTINGS	89
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	87
N739 MAINTAIN INTERCHANGEABLE AND SUBSTITUTION LISTINGS	87
N735 ESTABLISH LOCALLY ASSIGNED ISG RELATIONSHIPS	87
N737 MAINTAIN EXCEPTION PHRASE LISTS	85
N760 VERIFY PROCESSING OF SNUD DATA	83
N751 PREPARE INPUTS TO LOAD, CHANGE, OR DELETE PHASE RECORDS	83
E262 MAINTAIN STOCK NUMBER DIRECTORIES	81
N758 REVIEW INDICATIVE DATA CHANGES	81
E281 RESEARCH ML-C PUBLICATIONS	81
E280 RESEARCH MCRL PUBLICATIONS	81
N754 PROCESS AF FORMS 86 (REQUEST FOR CATALOGING DATA/ACTION)	79
N747 MONITOR STOCK NUMBER USER DIRECTORY (SNUD) REJECTS	79
N740 MAINTAIN ORGANIZATIONAL COST CENTER RECORD LISTINGS	79
N759 VERIFY INCORRECT OR POOR ITEM RECORDS	77
N738 MAINTAIN GENERAL ORGANIZATIONAL RECORDS	77
N756 RESEARCH DETAIL DATA FOR ORGANIZATION COST CENTER RECORDS LOAD, CHANGE, DELETE ACTIONS	74
N742 MAINTAIN REPAIR CYCLE DATA LISTS	74
N746 MONITOR REPORTING ORGANIZATION FILE (ROF)	72
E279 RESEARCH IL PUBLICATIONS	64
E275 RESEARCH H4 SERIES PUBLICATIONS	55

TABLE A7  
MISSION SUPPORT (MICAP) PERSONNEL  
ST0401

GROUP SIZE: 141	PERCENT OF SAMPLE: 4%
AVERAGE TICF: 77 MONTHS	AVERAGE TAFMS: 83 MONTHS
DAFSC: 64530: 6%	64531: 0%
64550: 65%	64551: *
64570: 28%	64571: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
U1041 PROCESS MICAP LATERAL SUPPORT REQUESTS AND SHIPMENTS	98
U1044 PROCESS MICAP SHIPMENTS	96
U1036 PERFORM POST-POST REQUISITIONING	96
U1035 MONITOR MICAP REQUIREMENTS	94
U1034 COORDINATE WITH DEPOTS AND LATERAL SUPPORT BASES ON MICAP REQUIREMENTS	94
U1045 PROCESS MICAP UPGRADES, DOWNGRADES, OR TERMINATIONS	92
U1032 COORDINATE ON MICAP DATA WITH MAINTENANCE ACTIVITIES	92
U1037 PREPARE POST-POST DUE-OUT RELEASE (DOR) PAPERWORK	91
U1031 COMPLETE MICAP CHECKLISTS	91
U1040 PROCESS MICAP CANNIBALIZATIONS	91
U1038 PROCESS FORCED DOR	89
U1039 PROCESS INPUTS TO CHANGE STATUS	89
U1046 PROCESS POST-POST DOR	85
U1043 PROCESS MICAP REQUIREMENTS	84
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	84
E280 RESEARCH MCRL PUBLICATIONS	82
E281 RESEARCH ML-C PUBLICATIONS	80
U1051 REVIEW MICAP REPORTS	77
U1033 COORDINATE ON SUPPLY DIFFICULTY MESSAGES WITH CONCERNED AGENCIES	77
Q819 INITIATE MICAP CHECKLIST	76
U1048 PROCESS SUPPLY ASSISTANCE MESSAGES	72
E261 MAINTAIN STATUS BOARDS, GRAPHS, OR CHARTS	71
U1042 PROCESS MICAP REPORTS	70
U1030 CERTIFY MICAP CHECKLISTS	69
T994 PREPARE INPUTS FOR OFF-LINE SHIPMENTS	68
U1047 PROCESS POST-POST MICAP RECEIPTS	67
B65 DIRECT MISSION SUPPORT (MICAP) FUNCTIONS	62

\* Less than 1 percent



TABLE A8  
CUSTOMER SERVICE PERSONNEL  
ST0380

GROUP SIZE: 50	PERCENT OF SAMPLE: 1%
AVERAGE TICF: 100 MONTHS	AVERAGE TAFMS: 105 MONTHS
DAFSC: 64530: 4%	64531: 0%
64550: 54%	64551: 0%
64570: 40%	64571: 0%
	65432: 0%
	64552: 2%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
0775 PERFORM RESEARCH TO RESOLVE CUSTOMER COMPLAINTS, PROBLEMS, OR INQUIRIES	100
0773 PERFORM AS FOCAL POINT TO RECEIVE AND RECORD ALL CUSTOMER COMPLAINTS, PROBLEMS, OR INQUIRIES	100
0765 INTERPRET INQUIRIES FOR CURRENT STATUS OF DUE-INS AND DUE- OUTS	98
0771 NOTIFY CUSTOMERS OF ACTIONS TAKEN ON COMPLAINTS, PROBLEMS, OR INQUIRIES	96
0761 BRIEF CUSTOMERS ON SUPPLY PROCEDURE	96
0764 DOCUMENT POSSIBLE PRICE DISCREPANCIES, CHALLENGES, AND INQUIRIES	96
0763 COORDINATE ON POSSIBLE PRICE DISCREPANCIES, CHALLENGES, AND INQUIRIES	96
0780 PUBLICIZE CSU FUNCTIONS	94
0766 MAINTAIN CSU MANAGEMENT PRODUCTS	92
0776 PREPARE CORRESPONDENCE RELATED TO ZOP	90
0779 PROVIDE INFORMATION TO PROCEDURES AND ANALYSIS BRANCH CONCERNING CSU TREND ANALYSIS	90
0762 CONDUCT CUSTOMER SERVICE UNIT (CSU) VISITS	90
0772 NOTIFY SUPPLY ACTIVITIES OF PROCEDURAL SUPPLY PROBLEMS OR DEFICIENCIES	88
0768 MAINTAIN REQUIRED FILES FOR ZERO OVERPRICING PROGRAM (ZOP)	86
0774 PERFORM CSU TREND ANALYSES	86
0769 MONITOR ZOP EFFECTIVENESS WITH SOURCES OF SUPPLY	76
0778 PROVIDE CSU ASSISTANCE TO PROCEDURES AND ANALYSIS FOR SUPPLEMENTING SUPPLY DIRECTIVES	76
E281 RESEARCH ML-C PUBLICATIONS	76
E280 RESEARCH MCRL PUBLICATIONS	76
0777 PROCESS PRIORITY WALK-THROUGH REQUESTS	74
B51 DIRECT CUSTOMER LIAISON FUNCTIONS	72
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	68
E290 RESEARCH SUPPLY TRANSACTION DATA	64
E287 RESEARCH REASONS FOR REQUISITION CANCELLATIONS	62

TABLE A9  
TRAINING PERSONNEL  
ST0431

GROUP SIZE: 34	PERCENT OF SAMPLE: *
AVERAGE TICF: 109 MONTHS	AVERAGE TAFMS: 119 MONTHS
DAFSC: 64530: 3%	64531: 0%      65432: 0%
64550: 38%	64551: 12%      64552: 0%
64570: 41%	64571: 6%      64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
D176 ADVISE UNIT STAFF PERSONNEL ON TRAINING MATTERS	91
D175 ADMINISTER TESTS	85
D190 COUNSEL TRAINEES ON TRAINING PROGRESS	85
D228 PREPARE LESSON PLANS	82
D233 REVIEW SPECIALTY TRAINING STANDARDS (STS) OR CDC	82
D200 DEVELOP TRAINING AIDS	82
D220 MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	82
D188 CONDUCT TRAINING BRIEFINGS	79
D239 SCORE TESTS	79
B101 ORIENT NEWLY ASSIGNED PERSONNEL	76
D214 MAINTAIN TRAINING AIDS	76
D217 MAKE ENTRIES ON AF FORMS 1096 (CDC STATUS RECORD)	74
D209 EVALUATE TRAINING PROGRAM EFFECTIVENESS	74
D208 EVALUATE TRAINING METHODS OR TECHNIQUES	71
A30 PLAN OR PREPARE BRIEFINGS	71
D234 REVIEW TRAINING REPORTS	68
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	68
D183 CONDUCT OJT	65
B46 COUNSEL SUBORDINATES ON JOB PROGRESSION OR CAREER DEVELOP- MENT	65
D182 CONDUCT LOCAL CLASSROOM TRAINING	62
D236 SCHEDULE PERSONNEL FOR NONTECHNICAL TRAINING	62
D213 MAINTAIN STUDY REFERENCE FILES	62
D242 WRITE TEST QUESTIONS	62
D216 MAINTAIN TRAINING RECORDS	62
D215 MAINTAIN TRAINING DEVICES	62
B68 DIRECT ON-THE-JOB TRAINING (OJT) PROGRAMS	59

\* Less than 1 percent

TABLE A10  
STOCK CONTROL PERSONNEL  
ST0155

GROUP SIZE: 76	PERCENT OF SAMPLE: 2%
AVERAGE T1CF: 36 MONTHS	AVERAGE TAFMS: 39 MONTHS
DAFSC: 64530: 12%	64531: 0%
64550: 83%	64551: 0%
64570: 5%	64571: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
T993 PREPARE INPUTS FOR DUE-OUT CANCELLATIONS	88
T1003 PREPARE REQUISITIONS	84
T1001 PREPARE REQUESTS FOR REQUISITION CANCELLATIONS	75
E287 RESEARCH REASONS FOR REQUISITION CANCELLATIONS	71
T989 PERFORM TRANSACTION HISTORIES USING D06 LISTINGS	58
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	58
E281 RESEARCH ML-C PUBLICATIONS	55
E290 RESEARCH SUPPLY TRANSACTION DATA	53
E280 RESEARCH MCRL PUBLICATIONS	51
F299 MAINTAIN STOCK CONTROL RECORDS	50
K665 OPERATE KEYPUNCHES	50
T991 PREPARE FORCED DUE-OUT RELEASES	50
U1036 PERFORM POST-POST REQUISITIONING	49
F306 POST REQUISITION STATUS	49
T995 PREPARE INPUTS FOR OFF-LINE STATUS	49
U1039 PROCESS INPUTS TO CHANGE STATUS	46
0765 INTERPRET INQUIRIES FOR CURRENT STATUS OF DUE-INS AND DUE-OUTS	45
X1137 CLEAR REJECTED INPUTS	45
I532 PREPARE INQUIRY INPUTS	43
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	43
T982 MONITOR PRIORITY LISTINGS (D18 REPORT)	42
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	42
U1037 PREPARE POST-POST DUE-OUT RELEASE (DOR) PAPERWORK	42
R906 PROCESS TRANSACTIONS THROUGH THE UTS 40 TERMINAL	41
T997 PREPARE INPUTS TO LOAD, CHANGE, OR DELETE EXCEPTION CODES FOR EXCESS, ISSUE, REQUISITION, OR SHIPMENT	41
T972 INITIATE FOLLOW-UP ACTIONS FOR REQUISITION	39
L702 RESEARCH DAILY TRANSACTION REGISTERS	39
E263 MAINTAIN SUSPENSE FILES, SUCH AS DD FORMS 1348-6	38
0771 NOTIFY CUSTOMERS OF ACTIONS TAKEN ON COMPLAINTS, PROBLEMS, OR INQUIRIES	38

TABLE A11  
 REQUIREMENTS PERSONNEL  
 ST0096

GROUP SIZE: 25	PERCENT OF SAMPLE: *
AVERAGE TICF: 43 MONTHS	AVERAGE TAFMS: 45 MONTHS
DAFSC: 64530: 20%	64531: 0%
64550: 60%	64551: 0%
64570: 20%	64571: 0%
	64532: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
T991 PREPARE FORCED DUE-OUT RELEASES	80
T994 PREPARE INPUTS FOR OFF-LINE SHIPMENTS	72
T1020 REPORT BASE EXCESSES	60
U1038 PROCESS FORCED DOR	60
T997 PREPARE INPUTS TO LOAD, CHANGE, OR DELETE EXCEPTION CODES FOR EXCESS, ISSUE, REQUISITION, OR SHIPMENT	56
T1008 PROCESS FUNDS REQUIREMENTS CARDS	52
T970 IDENTIFY BASE EXCESSES	52
T973 LOAD CHANGE SPC CODES	52
F316 PREPARE MANUAL DUE-OUT RELEASES	48
T1024 REVIEW NUMERIC PARTS PREFERENCE CODES	44
T1009 PROCESS INITIAL SPARES SUPPORT LISTS (ISSL)	44
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	44
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	44
T998 PREPARE INPUTS TO LOAD, CHANGE, OR DELETE SPECIAL LEVELS	40
T1000 PREPARE REQUESTS FOR APPROVAL FOR SPECIAL LEVELS	40
T987 MONITOR UNSERVICEABLE DIFM LISTINGS	40
T978 MONITOR FUNDS REQUIREMENT CARDS	40
T1022 REVIEW EXCESS LISTINGS FROM OTHER UNITS OR AGENCIES	40
T1021 REVIEW EQUIPMENT IN-STOCK, NOT IN USE	40
T975 MAINTAIN NUMERIC PARTS PREFERENCE CODES	40
U1046 PROCESS POST-POST DOR	40
T990 PREPARE ECC AND FILES	40
X1137 CLEAR REJECTED INPUTS	40
Q856 PROCESS Q FREEZE PRIOR TO INITIATING REVERSE POST ACTIONS	40
T1014 PROCESS REQUESTS FOR APPROVAL FOR SPECIAL LEVELS	36
R913 TRANSFER UNSERVICEABLE ASSETS TO DEFENSE REUTILIZATION MARKETING OFFICE (DRMO)	36
X1197 PREPARE AF FORMS 1530 (PUNCH CARD TRANSCRIPT)	36

\* Less than 1 percent

TABLE A12

EQUIPMENT MANAGEMENT PERSONNEL  
ST0305

GROUP SIZE: 113	PERCENT OF SAMPLE: 3%
AVERAGE TICF: 67 MONTHS	AVERAGE TAFMS: 73 MONTHS
DAFSC: 64530: 4%	64531: 0%
64550: 73%	64551: 0%
64570: 23%	64571: 0%
	65432: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	96
S956 REVIEW AF FORMS 601 (EQUIPMENT ACTION REQUEST)	95
S955 REVIEW AF FORMS 2005 (ISSUE/TURN IN REQUEST)	95
S949 PROCESS AF FORMS 601 (EQUIPMENT ACTION REQUEST)	93
S943 PREPARE INPUTS TO LOAD, CHANGE, OR DELETE EAID IN-USE DETAIL RECORDS	92
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	89
S945 PREPARE INPUTS TO RECORD TRANSFERS OF EQUIPMENT BETWEEN CUSTODY ACCOUNTS	89
S957 REVIEW ALLOWANCE AND AUTHORIZATION DOCUMENTS	85
S951 PROCESS EAID OR NON-EAID EQUIPMENT ISSUE AND TURN-INS	84
S958 REVIEW ALLOWANCE SOURCE CODE LISTINGS	83
S941 PREPARE EQUIPMENT AUTHORIZATION INVENTORY DATA (EAID) OR NON-EAID EQUIPMENT ISSUE AND TURN-INS	82
S939 PREPARE AF FORMS 601 (EQUIPMENT ACTION REQUEST) THAT ARE FORWARDED TO HIGHER HEADQUARTERS	75
S959 REVIEW CA/CRL	72
E269 RESEARCH ALLOWANCE DOCUMENTS OR PUBLICATIONS TO DETERMINE EQUIPMENT OR SUPPLY AUTHORIZATIONS	71
S953 PROCESS OUTGOING CLEARANCES FOR EQUIPMENT CUSTODIANS	70
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	67
S924 MAINTAIN ALLOWANCE SOURCE CODE LISTINGS, SUCH AS THE 009	65
S952 PROCESS EQUIPMENT OUTPUT DOCUMENTS	64
E257 MAINTAIN MICROFICHE FILES OF INDEXES, DIRECTIVES, STOCK- LISTS, OR TABLES OF ALLOWANCES	61
S962 REVIEW OUT-OF-BALANCE LISTINGS	59
S919 BRIEF NEWLY ASSIGNED EQUIPMENT CUSTODIANS ON PROCEDURES	57
S923 MAINTAIN AF FORMS 600 (EQUIPMENT CONTROL REGISTER)	56
S933 MONITOR EXCESS EQUIPMENT TRANSFERS AS DIRECTED BY HIGHER HEADQUARTERS, USING FME/FED PROCEDURES	53
Q852 PROCESS ISSUE REQUESTS FROM CUSTOMER VIA HANDCARRIED	50
S926 MAINTAIN CUSTODIAN AUTHORIZATION/CUSTODY RECEIPT LISTINGS (CA/CRL)	50
S964 REVIEW THE USAF DATABANK	50

TABLE A13

PROCEDURES PERSONNEL  
ST0515

GROUP SIZE: 67		PERCENT OF SAMPLE: 2%
AVERAGE TICF: 148 MONTHS		AVERAGE TAFMS: 160 MONTHS
DAFSC: 64530: 0%	64531: 0%	65432: 0%
64550: 17%	64551: 2%	64552: 0%
64570: 73%	64571: 4%	64572: 4%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G361 RESEARCH SUPPLY PUBLICATIONS TO RESOLVE PROCEDURAL PROBLEMS	93
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	91
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	87
A17 DRAFT DIRECTIVE SUPPLEMENTS OR CHANGES	84
G329 COORDINATE SUPPLEMENTS OR CHANGES FOR SUPPLY PUBLICATIONS	82
G366 REVIEW INSPECTION, AUDIT, AND STAFF VISIT REPORTS	81
G353 PERFORM ANNUAL INTERNAL SURVEILLANCE VISITS ON FUNCTIONS OF THE SUPPLY ORGANIZATION	78
G337 DRAFT SUPPLEMENTS OR CHANGES FOR SUPPLY PUBLICATIONS	76
G331 COORDINATE UNIQUE OR IMPORTANT CHIEF OF SUPPLY REQUIREMENTS OR PROBLEMS	75
A14 DEVELOP SELF-INSPECTION PROGRAMS	75
G364 REVIEW CHIEF OF SUPPLY OPERATING INSTRUCTIONS OR SUPPLEMENTS FOR COMPLIANCE WITH DIRECTIVES	73
G325 CONDUCT ANNUAL REVIEWS OF LOCAL SUPPLY SUPPLEMENTS	70
C156 INSPECT PERSONNEL FOR COMPLIANCE WITH MILITARY STANDARDS	70
C172 WRITE INSPECTION REPORTS	69
G339 IDENTIFY VIOLATIONS OF SUPPLY DISCIPLINE	67
C135 EVALUATE INSPECTION REPORTS OR PROCEDURES	66
G350 MONITOR STAFF ASSISTANCE, IG, OR REPORTS OF AUDIT RECEIVED FROM OTHER UNITS TO IDENTIFY DISCREPANCIES	66
G352 OPERATE SUPPLY COMMAND CENTERS DURING ACTUAL OR EXERCISE OPERATIONS	64
G330 COORDINATE SUPPLY PROCEDURES WITH SATELLITES, SEPARATE ACCOUNTS, OR INTERFACE AGENCIES	64
C125 CONDUCT FOLLOW-UP OR SPECIAL-SUBJECT INSPECTIONS	64
G336 DRAFT INSPECTION, AUDIT, AND STAFF VISIT REPORTS	64
C122 ANALYZE INSPECTOR GENERAL (IG), AUDIT, OR FIELD VISIT REPORTS	64
A21 ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDING OPERATING PROCEDURES (SOP)	63
A6 DETERMINE WORK PRIORITIES	63

TABLE A14

MAJCOM INSPECTION PERSONNEL  
ST0711

GROUP SIZE: 10			PERCENT OF SAMPLE: *
AVERAGE TICF: 174 MONTHS			AVERAGE TAFMS: 187 MONTHS
DAFSC: 64530: 0%	64531: 0%	65432: 0%	
64550: 0%	64551: 0%	64552: 0%	
64570: 100%	64571: 0%	64572: 0%	

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
C126 CONDUCT INSPECTIONS OR MAKE STAFF VISITS TO OTHER SUPPLY UNITS OR TO OUTSIDE AGENCIES	100
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	100
C172 WRITE INSPECTION REPORTS	90
C122 ANALYZE INSPECTOR GENERAL (IG), AUDIT, OR FIELD VISIT REPORTS	90
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	80
A30 PLAN OR PREPARE BRIEFINGS	80
C125 CONDUCT FOLLOW-UP OR SPECIAL-SUBJECT INSPECTIONS	70
C128 EDIT OFFICIAL CORRESPONDENCE OR MESSAGES	70
A6 DETERMINE WORK PRIORITIES	70
A14 DEVELOP SELF-INSPECTION PROGRAMS	70
A9 DEVELOP MANAGEMENT OBJECTIVES	70
B83 DRAFT RECOMMENDATIONS FOR CHANGES IN EQUIPMENT OR PRO- CEDURES	70
A17 DRAFT DIRECTIVE SUPPLEMENTS OR CHANGES	70
A4 DETERMINE OFFICE SPACE, EQUIPMENT, OR SUPPLY REQUIREMENTS	70
C135 EVALUATE INSPECTION REPORTS OR PROCEDURES	60
C127 CONDUCT STAFF ASSISTANCE VISITS	60
B82 DRAFT HIGHER HEADQUARTERS DIRECTIVES	60
C168 REVIEW STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	60
G366 REVIEW INSPECTION, AUDIT, AND STAFF VISIT REPORTS	60
G336 DRAFT INSPECTION, AUDIT, AND STAFF VISIT REPORTS	60
D220 MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	60
C156 INSPECT PERSONNEL FOR COMPLIANCE WITH MILITARY STANDARDS	50
A21 ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDING OPERATING PROCEDURES (SOP)	50

\* Less than 1 percent

TABLE A15

ANALYSIS PERSONNEL  
ST0838

GROUP SIZE: 12		PERCENT OF SAMPLE: *
AVERAGE TICF: 75 MONTHS		AVERAGE TAFMS: 86 MONTHS
DAFSC: 64530: 0%	64531: 0%	65432: 0%
64550: 75%	64551: 0%	64552: 8%
64570: 17%	64571: 0%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G324 ANALYZE STATISTICAL SUPPLY DATA TO DETERMINE SUPPLY EFFEC- TIVENESS OR DEFICIENCIES	100
A30 PLAN OR PREPARE BRIEFINGS	75
G343 MAINTAIN TREND CHARTS OF INVENTORY ADJUSTMENTS	75
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	75
I584 REVIEW M-32 REPORTS TO IDENTIFY POTENTIAL PROBLEM AREAS OR SYSTEM DEFICIENCIES	67
E261 MAINTAIN STATUS BOARDS, GRAPHS, OR CHARTS	58
H372 COMPILE HISTORICAL DATA FOR TREND ANALYSIS	58
O774 PERFORM CSU TREND ANALYSES	58
A6 DETERMINE WORK PRIORITIES	50
B44 COMPILE DATA FOR STAFF STUDIES	42
A13 DEVELOP ORGANIZATIONAL OR FUNCTIONAL CHARTS	42
C174 WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	42
G348 MONITOR REPORT OF DISCREPANCY (ROD) PROGRAM	33
E249 MAINTAIN CORRESPONDENCE FILES	33
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	33

\* Less than 1 percent



TABLE A16  
DOCUMENT CONTROL PERSONNEL  
ST0272

GROUP SIZE: 56		PERCENT OF SAMPLE: 1%
AVERAGE TICF: 39 MONTHS		AVERAGE TAFMS: 46 MONTHS
DAFSC: 64530: 16%	64531: 0%	65432: 0%
64550: 75%	64551: 2%	64552: 0%
64570: 7%	64571: 0%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
M714 MAINTAIN DAILY DOCUMENT REGISTER (DO4 REPORTS)	89
M715 MAINTAIN DAILY TRANSACTION REGISTER (DO6 REPORTS)	88
M710 FILE SOURCE DOCUMENTS, IN A MANNER OTHER THAN MICROFILM	86
M733 RESEARCH FILES TO SATISFY CUSTOMER INQUIRIES	75
M723 MONITOR DELINQUENT DOCUMENT PROGRAMS	71
E291 REVIEW DELINQUENT SOURCE DOCUMENTS	70
M730 PROCESS REVERSE POST ACTIONS	70
M725 PERFORM DAILY CONTROL REVIEWS OF SOURCE DOCUMENTS	68
M709 DESTROY SOURCE DOCUMENTS	66
C166 REVIEW DELINQUENT DOCUMENT LISTINGS	66
E252 MAINTAIN DOCUMENT CONTROL FILES OR REGISTERS FOR SUPPLY ACCOUNTS	63
E251 MAINTAIN DOCUMENT CONTROL FILES OR REGISTERS FOR EQUIPMENT ACCOUNTS	61
M711 MAINTAIN A LIMITED REFERENCE LIBRARY CONCERNING DOCUMENT REGISTERS	55
M731 PROCESS SHIPMENT SUSPENSE CARDS	52
M722 MONITOR CLASSIFIED LISTINGS	46
R876 MAINTAIN DELINQUENT DOCUMENT LISTING	45
E268 PROCESS DELINQUENT SOURCE DOCUMENTS	43
M719 MAINTAIN WEAPONS CONTROL CARDS OR RECORDS	39
M732 RESEARCH DRMO FOLLOW-UPS	39
M717 MAINTAIN M10 LISTING FILES	39
M724 PERFORM COMSEC RECONCILIATION	38
M713 MAINTAIN COMSEC CONTROL CARDS OR RECORDS	38
M729 PROCESS DRMO FOLLOW-UPS	38
R898 PROCESS DELINQUENT DOCUMENT LISTING	36
M712 MAINTAIN AUTHORIZATION LETTERS OR CARDS TO WITHDRAW PROPERTY FROM DEFENSE REUTILIZATION MARKETING OFFICE (DRMO)	36
L702 RESEARCH DAILY TRANSACTION REGISTERS	34
M718 MAINTAIN RECORD ALTERATION (FIX) DOCUMENTATION	34
B54 DIRECT DOCUMENT CONTROL FUNCTIONS	32
M726 PERFORM WEAPONS RECONCILIATION	32

TABLE A17

FUNDS MANAGEMENT PERSONNEL  
ST01100

GROUP SIZE: 15	PERCENT OF SAMPLE: *
AVERAGE TICF: 63 MONTHS	AVERAGE TAFMS: 64 MONTHS
DAFSC: 64530: 0%	64531: 0%
64550: 87%	64551: 6%
64570: 7%	64571: 0%
	65432: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
H394 REVIEW DAILY AND MONTHLY FINANCIAL LISTINGS	100
H380 MANAGE GENERAL SUPPORT AND SYSTEM SUPPORT STOCK FUND MONIES	100
H379 MAINTAIN TREND CHARTS FOR FUNDS MANAGEMENT	100
H378 DEVELOP TREND CHARTS FOR FUNDS MANAGEMENT	100
H375 COORDINATE STOCK FUND ACTIONS WITH ACCOUNTING AND FINANCE	100
H374 COORDINATE FUNDING PROBLEMS BETWEEN RESOURCE ADVISORS AND BUDGET PERSONNEL	100
H369 ANALYZE DAILY AND MONTHLY FINANCIAL LISTINGS	93
H382 MANAGE STOCK FUND OPERATING PROGRAMS	93
H385 MONITOR OBLIGATED DUE-OUT PROGRAMS	93
H386 MONITOR RECEIVED NOT BILLED (RNB) LISTINGS	87
H395 REVIEW FREE ISSUE FORCED CREDIT SURVEILLANCE LISTINGS	87
H384 MONITOR BILLED NOT RECEIVED (RNR) LISTINGS	87
A37 REVIEW FUNDS REQUIREMENTS	87
H381 MANAGE OPERATING BUDGETS FOR CHIEF OF SUPPLY	87
H370 APPROVE OR DISAPPROVE FREE SHIPMENTS OR CREDIT CODE "Y" TURN-INS	87
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	87
H389 PREPARE ANALYSIS OF OPERATIONS REPORTS	80
H377 DEVELOP STOCK FUND OPERATING PROGRAMS	80
H372 COMPILE HISTORICAL DATA FOR TREND ANALYSIS	80
A16 DRAFT BUDGET OR FINANCIAL REQUIREMENTS	73
H392 RESEARCH ACCOUNTING AND FINANCE REJECT PROBLEMS	73
H391 PREPARE OPERATING BUDGETS FOR CHIEF OF SUPPLY	73
H373 COORDINATE END-OF-YEAR (EOY) CLOSEOUTS	73
H383 MANAGE 3080 FUNDS FOR INVESTMENT EQUIPMENT	73
H371 BRIEF CHIEF OF SUPPLY ON THE STOCK FUND POSITION	73
H387 MONITOR SHIPPED NOT CREDITED (SNC) LISTINGS	67
B57 DIRECT FUNDS MANAGEMENT FUNCTIONS	67

\* Less than 1 percent

TABLE A18

INVENTORY PERSONNEL  
ST01030GROUP SIZE: 101  
AVERAGE TICF: 72 MONTHSPERCENT OF SAMPLE: 3%  
AVERAGE TAFMS: 75 MONTHS

DAFSC: 64530: 7%	64531: 0%	65432: 0%
64550: 58%	64551: 9%	64552: 0%
64570: 20%	64571: 6%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
L684 COUNT PROPERTY	97
L702 RESEARCH DAILY TRANSACTION REGISTERS	97
L680 CONDUCT SPECIAL INVENTORIES	97
L673 CLEAR FREEZE CODES DURING INVENTORIES	97
L678 CONDUCT REVERSE POST ACTIONS INVOLVING INVENTORY DISCREP- ANCIES	97
L703 RESEARCH INVENTORY DISCREPANCIES	96
L675 CONDUCT COMPLETE INVENTORIES	94
L688 INTERPRET DAILY TRANSACTION REGISTERS	94
L704 RESEARCH SOURCE DOCUMENTS TO CORRECT INVENTORY DISCREPANCIES	94
L687 INITIATE REVERSE POST ACTIONS INVOLVING INVENTORY DISCREP- ANCIES	93
L690 JUSTIFY INVENTORY ADJUSTMENT DOCUMENT REGISTERS	86
L682 CONDUCT WAR READINESS INVENTORIES, SUCH AS WRM OR WAR READINESS SPARES KIT (WRSK) INVENTORIES	85
L699 PROCESS INVENTORY ADJUSTMENT DOCUMENTS	84
L696 PREPARE INVENTORY ADJUSTMENT DOCUMENTS	84
L681 CONDUCT SUPPLY POINT INVENTORIES	79
L694 PARTICIPATE IN WEAPON INVENTORIES	77
L706 VERIFY WAREHOUSE IS PREPARED FOR INVENTORIES	73
L691 MAINTAIN COMPLETED COPIES OF INVENTORY ADJUSTMENT DOCUMENT REGISTERS	71
L705 TRANSCRIBE COUNT FROM RECAP SHEETS TO COUNT CARDS	71
I507 OPERATE LOGMARS EQUIPMENT	68
L701 RECORD INVENTORY RESULTS	66
L689 INVENTORY IN-USE EQUIPMENT, AS REQUESTED	64
L685 ESTABLISH INVENTORY SCHEDULES	62
L683 COORDINATE ON WAREHOUSE VALIDATIONS	61
M715 MAINTAIN DAILY TRANSACTION REGISTER (D06 REPORTS)	
B59 DIRECT INVENTORY FUNCTIONS	57
L674 COMPLETE INSPECTION BY DAY BEFORE ANNUAL INVENTORY SCHEDULE DEADLINE	57

TABLE A19

WAR READINESS PERSONNEL  
ST0459

GROUP SIZE: 144	PERCENT OF SAMPLE: 4%	
AVERAGE TICF: 63 MONTHS	AVERAGE TAFMS: 68 MONTHS	
DAFSC: 64530: 6%	64531: 3%	65432: 0%
64550: 38%	64551: 35%	64552: 0%
64570: 13%	64571: 5%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
Q851 PREPARE WRSK FOR DEPLOYMENT	95
V1061 MAINTAIN R-43 REPORTS (MSK/WRSK INVENTORY/LIST)	94
Q867 STORE WRSK ASSETS	91
F292 ASSEMBLE WAR READINESS SUPPLY KIT (WRSK) ASSETS	90
Q822 ISSUE WRSK ASSETS	90
V1075 PROCESS FMK CHANGES TO LOAD, DELETE, OR CHANGE DETAILS	87
W1081 ACCEPT PROPERTY	85
U1050 PROCESS WRSK WITHDRAWALS (MSI)	80
V1078 PROCESS 1KT INPUTS TO TRANSFER ASSETS BETWEEN DETAILS	78
U1049 PROCESS WAR READINESS SPARES KIT (WRSK) TURN-INS	78
V1070 POST R43 AND R07 LISTINGS IN ORDER TO MAINTAIN CORRECT BALANCE IN WRSK/BASE LEVEL SELF-SUFFICIENCY (BLSS) ASSETS	77
Q811 CONDUCT WAR READINESS SPARES KIT (WRSK) INVENTORIES	76
L682 CONDUCT WAR READINESS INVENTORIES, SUCH AS WRM OR WAR READINESS SPARES KIT (WRSK) INVENTORIES	72
V1052 CONDUCT WAR READINESS SPARES KITS (WRSK) RECONCILIATIONS	72
X1196 PLACE PROPERTY IN WAREHOUSE BINS, RACKS, OR BAYS	67
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	67
X1214 PROCESS TURN-IN DOCUMENTS	67
F303 PALLETIZE AND SECURE SPECIAL ASSET CARGO	66
X1183 OPERATE FORKLIFT	65
X1209 PREPARE TURN-IN DOCUMENTS	64
X1229 SEGREGATE STORAGE AND CONTROL PROCEDURES FOR WAR READINESS SPARES KIT (WRSK) ITEMS	63
L684 COUNT PROPERTY	63
V1063 MAINTAIN WRSK KITS AT 100 PERCENT USING OTHER AVAILABLE ASSETS UPON DEPLOYMENT NOTIFICATION	63
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	63
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	57
M714 MAINTAIN DAILY DOCUMENT REGISTER (DO4 REPORTS)	56
X1232 SET UP BINS, RACKS, BAYS, WAREHOUSES, OR OTHER STORAGE FACILITIES	56

TABLE A20  
MOBILITY PERSONNEL  
ST0209

GROUP SIZE: 25		PERCENT OF SAMPLE: *	
AVERAGE T1CF: 69 MONTHS		AVERAGE TAFMS: 76 MONTHS	
DAFSC: 64530: 8%	64531: 4%	65432: 0%	
64550: 48%	64551: 20%	64552: 0%	
64570: 8%	64571: 12%	64572: 0%	

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
V1079 STORE MOBILITY KIT BAGGAGE OR WEAPONS	100
V1058 ISSUE MOBILITY KIT BAGGAGE OR WEAPONS	100
V1071 PREPARE MOBILITY KIT BAGGAGE OR WEAPONS	92
W1081 ACCEPT PROPERTY	68
V1057 INSPECT NUCLEAR, BIOLOGICAL, OR CHEMICAL (NBC) ACCESSORIES, SUCH AS GAS MASKS	60
L684 COUNT PROPERTY	60
V1080 STORE WEAPONS, OTHER THAN MOBILITY KIT WEAPONS	56
R892 PREPARE AF FORMS 1297 (TEMPORARY RECEIPT)	56
X1183 OPERATE FORKLIFT	52
V1072 PREPARE MOBILITY PROCESSING PAPERWORK	48
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	48
B66 DIRECT MOBILITY FUNCTIONS	44
W1117 PREPARE PROPERTY LABELS OR TAGS	44
V1067 MONITOR SHELF LIFE PROGRAMS	44
M714 MAINTAIN DAILY DOCUMENT REGISTER (D04 REPORTS)	40
L694 PARTICIPATE IN WEAPON INVENTORIES	40
W1130 VERIFY STOCK NUMBERS TO ITEMS	40
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	40
X1196 PLACE PROPERTY IN WAREHOUSE BINS, RACKS, OR BAYS	36
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	36
X1232 SET UP BINS, RACKS, BAYS, WAREHOUSES, OR OTHER STORAGE FACILITIES	36
B47 COUNSEL SUBORDINATES ON PERSONAL OR MILITARY-RELATED MATTERS	32
X1217 PROVIDE SECURITY HANDLING FOR SENSITIVE OR PILFERABLE PROPERTY	32
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	32

\* Less than one percent

TABLE A21

PCAM AND DISTRIBUTION PERSONNEL  
ST0991

GROUP SIZE: 44			PERCENT OF SAMPLE: 1%
AVERAGE TICF: 37 MONTHS			AVERAGE TAFMS: 43 MONTHS
DAFSC: 64530: 7%	64531: 0%	65432: 0%	
64550: 82%	64551: 4%	64552: 5%	
64570: 2%	64571: 0%	64572: 0%	

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
K664 OPERATE DECOLLATORS	98
K655 DISTRIBUTE COMPUTER OUTPUTS OR PRODUCTS	95
K666 OPERATE PUNCHED CARD INTERPRETERS	95
K656 DISTRIBUTE M30 LISTINGS	95
K665 OPERATE KEYPUNCHES	95
K667 OPERATE PUNCHED CARD SORTING MACHINES	86
K659 MAINTAIN DISTRIBUTION PROCEDURES FOR OUTPUT PRODUCTS	86
K670 PREPARE TRANSCEIVER PRODUCTS	75
K660 MAINTAIN REPORT DISTRIBUTION GUIDES	73
K672 RECEIVE TRANSCEIVER PRODUCTS	66
B72 DIRECT PUNCHED CARD ACCOUNTING MACHINE (PCAM) FUNCTIONS	61
K658 LABEL KEYPUNCHED CARD OUTPUTS	59
K671 PRIORITIZE KEYPUNCHED COMPUTER INPUTS	59
K669 ORGANIZE M30 LISTINGS	43
K657 FILE KEYPUNCHED COMPUTER INPUTS	36
A6 DETERMINE WORK PRIORITIES	36
A26 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	36
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	34
K668 OPERATE WKRP EQUIPMENT	30
K663 MANAGE WORLDWIDE KEYPUNCH REPLACEMENT PROGRAM (WKRP) AT SUPPLY ORGANIZATION	30

TABLE A22

ENGINE MANAGEMENT PERSONNEL  
ST0120

GROUP SIZE: 11	PERCENT OF SAMPLE: *	
AVERAGE TICF: 159 MONTHS	AVERAGE TAFMS: 162 MONTHS	
DAFSC: 64530: 0%	64531: 0%	64532: 0%
64550: 55%	64551: 0%	64552: 0%
64570: 45%	64571: 0%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
B55 DIRECT ENGINE MANAGEMENT FUNCTIONS	82
Z1298 INVENTORY ENGINES	82
Z1343 PREPARE ENGINE STATUS REPORTS	73
Z1289 DISTRIBUTE ENGINE STATUS REPORTS	73
Z1281 COORDINATE WITH AIRCRAFT RECORDS UNITS ON REPORTING OF INSTALLED ENGINES RECEIVED OR TRANSFERRED	73
Z1280 COORDINATE WITH AIRCRAFT RECORDS UNITS ON REPORTING OF INSTALLED ENGINE OPERATING TIMES	73
Z1292 ESTABLISH PROCEDURES TO ACCOUNT FOR AND REPORT STATUS OF DEPLOYED OR PRE-POSITIONED ENGINES	73
E261 MAINTAIN STATUS BOARDS, GRAPHS, OR CHARTS	64
Z1310 MAINTAIN ENGINE AND ASSOCIATED EQUIPMENT SHIPPING DOCUMEN- TATION, RECORDS, OR REPORTS	64
Z1357 PROVIDE ENGINE MANAGEMENT SUPPORT FOR TENANT ACTIVITIES	64
Z1367 REVIEW AND VALIDATE ENGINE SERIAL NUMBERS SUBMITTED AS ENGINE NOT CAPABLE ON REPORTS	64
Z1277 COORDINATE AIRCRAFT ENGINE TRANSFERS OR RECEIPTS WITH AIR- CRAFT RECORD DOCUMENTATION UNITS	64
A6 DETERMINE WORK PRIORITIES	64
Z1291 ESTABLISH ENGINE STATUS REPORTING MONITORS	64
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	64
Z1311 MAINTAIN ENGINE STOCKAGE OBJECTIVES	55
Z1276 CONDUCT INVENTORIES OF ENGINES AND ACCESSORIES	55
Z1320 MANAGE QEC KITS OR AFTERBURNERS	55
A11 DEVELOP OR IMPROVE WORK METHODS OR PROCEDURES	55
A4 DETERMINE OFFICE SPACE, EQUIPMENT, OR SUPPLY REQUIREMENTS	55
Z1295 IDENTIFY AND REPORT EXCESS QUICK ENGINE CHANGE (QEC) KITS, AFTERBURNERS, OR SHIPPING DEVICES TO MAJCOM	55
Z1342 PREPARE ENGINE OR ASSOCIATED EQUIPMENT SHIPPING DOCUMEN- TATION	45

\* Less than 1 percent

TABLE A23

RETAIL SALES PERSONNEL  
ST0276

GROUP SIZE: 141	PERCENT OF SAMPLE: 4%	
AVERAGE TICF: 55 MONTHS	AVERAGE TAFMS: 61 MONTHS	
DAFSC: 64530: 7%	64531: 4%	65432: 0%
64550: 50%	64551: 21%	64552: 0%
64570: 16%	64571: 2%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
R907 PROVIDE COUNTER SERVICE TO CUSTOMERS	94
R884 NOTIFY CUSTOMERS FOR PICKUP	91
R896 PROCESS BACKORDERS OR DUE-OUTS	88
R910 RETURN PROPERTY TO STOCK WHEN NOT PICKED UP BY CUSTOMER	88
R905 PROCESS PROPERTY TO WAREHOUSE LOCATIONS	82
R917 VALIDATE WAREHOUSE LOCATIONS	75
R904 PROCESS OUTGOING CLEARANCES FOR MILITARY PERSONNEL	74
R918 VERIFY PROPERTY ACCEPTED FOR TURN-IN IS PROPERLY TAGGED AND IDENTIFIED PRIOR TO ACCEPTANCE	72
R892 PREPARE AF FORMS 1297 (TEMPORARY RECEIPT)	71
R894 PREPARE AF FORMS 538 (PERSONAL CLOTHING AND EQUIPMENT RECORD)	69
R906 PROCESS TRANSACTIONS THROUGH THE UTS 40 TERMINAL	67
R881 MAINTAIN SUSPENSE FILE FOR DUE-OUT RELEASE (DOR) ITEMS	65
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	61
R912 STORE BULK ISSUE ITEMS	60
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	57
R890 PERFORM TURN-IN OF PERSONAL RETENTION AND ORGANIZATIONAL ITEMS	57
R903 PROCESS OUTGOING CLEARANCES FOR CIVILIAN PERSONNEL	57
X1209 PREPARE TURN-IN DOCUMENTS	56
R886 PERFORM ISSUE OF PERSONAL RETENTION AND ORGANIZATIONAL ITEMS, INCLUDING CLOTHING	55
L684 COUNT PROPERTY	55
X1196 PLACE PROPERTY IN WAREHOUSE BINS, RACKS, OR BAYS	55
R871 ISSUE BULK ITEMS	54
R909 RESOLVE INVENTORY DISCREPANCIES	53
X1199 PREPARE BIN LABELS	51
C166 REVIEW DELINQUENT DOCUMENT LISTINGS	51



TABLE A24  
REPAIR CYCLE PERSONNEL  
ST0191

GROUP SIZE: 126	PERCENT OF SAMPLE: 3%
AVERAGE TICF: 64 MONTHS	AVERAGE TAFMS: 68 MONTHS
DAFSC: 64530: 5%	64531: 2%
64550: 48%	64551: 24%
64570: 14%	64571: 7%
	65432: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
Q846 PREPARE DIFM TURN-IN DOCUMENTS	85
X1209 PREPARE TURN-IN DOCUMENTS	74
X1214 PROCESS TURN-IN DOCUMENTS	71
Q812 CORRECT DUE-IN FROM MAINTENANCE (DIFM) REJECTS	62
Q844 PREPARE DD FORMS 1348-1 (DOD SINGLE LINE ITEM RELEASE/ RECEIPT DOCUMENT) DURING POST-POST CONDITIONS	61
S948 PROCESS AF FORMS 2005 (ISSUE/TURN IN REQUEST)	60
Q830 MAINTAIN DIFM REJECTS	59
Q848 PREPARE INPUTS TO UPDATE DIFM DETAIL RECORDS	58
W1081 ACCEPT PROPERTY	56
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	56
X1213 PROCESS REJECTED INPUTS	55
S938 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	54
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	52
X1204 PREPARE POST-POST DOCUMENTATION	51
Q821 INSPECT DIFM ASSETS	50
Q837 MONITOR STATUS OF DIFM ITEMS	49
Q868 TRANSPORT REPARABLE DIFM ASSETS TO TRANSPORTATION PACKING AND CRATING SECTIONS	48
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	48
X1137 CLEAR REJECTED INPUTS	48
B74 DIRECT REPAIR CYCLE SUPPORT FUNCTIONS	47
Q829 MAINTAIN DIFM HOLDING AREAS	47
Q836 MONITOR REJECTS	47
E280 RESEARCH MCRL PUBLICATIONS	47
E281 RESEARCH ML-C PUBLICATIONS	47
Q869 TRANSPORT SERVICEABLE AND REPARABLE DIFM ASSETS BACK TO BASE SUPPLY	46
S955 REVIEW AF FORMS 2005 (ISSUE/TURN IN REQUEST)	44
C166 REVIEW DELINQUENT DOCUMENT LISTINGS	44
D220 MAKE ENTRIES ON AF FORMS 623 AND 623A (ON-THE-JOB TRAINING RECORD AND CONTINUATION SHEET)	44

TABLE A25

BENCH STOCK PERSONNEL  
ST0409

GROUP SIZE: 75	PERCENT OF SAMPLE: 2%
AVERAGE TICF: 70 MONTHS	AVERAGE TAFMS: 78 MONTHS
DAFSC: 64530: 3%	64531: 8%
64550: 37%	64551: 30%
64570: 17%	64571: 5%
	64532: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
P784 COORDINATE WITH SHOP BENCH STOCK MONITORS	99
P791 INVENTORY BENCH STOCKS	97
P782 BIN BENCH STOCK ITEMS	95
P792 MAINTAIN BENCH STOCK PLACARDS	92
P785 DELIVER BENCH STOCK ITEMS	91
P789 IMPLEMENT HAND-HELD TERMINALS (HHT) TO CONDUCT BENCH STOCK INVENTORIES	91
P801 PREPARE BENCH STOCK TURN-IN DOCUMENTS	88
P786 ESTABLISH BENCH STOCK PLACARDS	80
P797 MAINTAIN SECURITY FOR PILFERABLE OR SENSITIVE ASSETS	76
P794 MAINTAIN BENCH STOCK REJECT SUSPENSE FILES	75
P795 MAINTAIN MASTER BENCH STOCK AUTHORIZATION LISTS	75
P798 MONITOR MANAGEMENT NOTICES	72
P783 CONDUCT SEMIANNUAL BENCH STOCK REVIEWS	71
P802 PREPARE WORK REQUEST FOR BENCH STOCK LISTING LABELS	69
P788 ESTABLISH BENCH STOCKS	69
P805 PROCESS MONTHLY RECOMMENDED ADDITIONS TO BENCH STOCK (M04)	68
P793 MAINTAIN BENCH STOCK REGISTERS	67
P796 MAINTAIN PROTECTIVE EQUIPMENT, SUCH AS APRONS AND GLOVES USED IN HANDLING HAZARDOUS MATERIALS	67
P799 MONITOR MRA AND MRQ	65
B49 DIRECT BENCH STOCK FUNCTIONS	64
P800 MONITOR PHOTO ITEMS ON BENCH STOCK	63
P787 ESTABLISH BENCH STOCK REGISTERS	60
I507 OPERATE LOGMARS EQUIPMENT	55
C166 REVIEW DELINQUENT DOCUMENT LISTINGS	55
P790 IMPLEMENT SHELF LIFE CODES FOR BENCH STOCK SHELF LIFE ITEMS	55
P808 VERIFY HAZARDOUS BENCH STOCK ASSETS ARE NOT STORED ABOVE EYE LEVEL	53
A6 DETERMINE WORK PRIORITIES	51
P806 PROCESS WORK REQUEST FOR BENCH STOCK LISTING LABELS	51

TABLE A26

DELINQUENT DOCUMENT PERSONNEL  
ST0509

GROUP SIZE: 10		PERCENT OF SAMPLE: *
AVERAGE TICF: 44 MONTHS		AVERAGE TAFMS: 46 MONTHS
DAFSC: 64530: 0%	64531: 0%	65432: 0%
64550: 30%	64551: 70%	64552: 0%
64570: 0%	64571: 0%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
R876 MAINTAIN DELINQUENT DOCUMENT LISTING	100
X1220 RESEARCH DELINQUENT DOCUMENTS	90
E291 REVIEW DELINQUENT SOURCE DOCUMENTS	90
C166 REVIEW DELINQUENT DOCUMENT LISTINGS	80
M723 MONITOR DELINQUENT DOCUMENT PROGRAMS	70
L702 RESEARCH DAILY TRANSACTION REGISTERS	60
E290 RESEARCH SUPPLY TRANSACTION DATA	60
X1183 OPERATE FORKLIFT	60
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	60
Z1274 CLEAR DELINQUENT DOCUMENTS FOR MATERIAL CONTROL FUNCTIONS	50
N736 MAINTAIN DELIVERY DESTINATION LISTINGS	50
L684 COUNT PROPERTY	50
M733 RESEARCH FILES TO SATISFY CUSTOMER INQUIRIES	50
L688 INTERPRET DAILY TRANSACTION REGISTERS	50
X1194 PLACE AND POSITION PROPERTY IN VEHICLES	50
Z1324 MONITOR DELINQUENT DOCUMENTS FOR MATERIAL CONTROL FUNC- TIONS	40

\* Less than 1 percent

TABLE A27

SUPPLY INSPECTORS  
ST0346

GROUP SIZE: 83		PERCENT OF SAMPLE: 2%
AVERAGE TICF: 103 MONTHS		AVERAGE TAFMS: 114 MONTHS
DAFSC: 64530: 0%	64531: 1%	65432: 0%
64550: 2%	64551: 57%	64552: 0%
64570: 0%	64571: 40%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
W1099 INITIATE CONDITION (FCC) OR IDENTITY (FCH) CHANGES	95
W1130 VERIFY STOCK NUMBERS TO ITEMS	94
E280 RESEARCH MCRL PUBLICATIONS	93
W1117 PREPARE PROPERTY LABELS OR TAGS	90
E281 RESEARCH ML-C PUBLICATIONS	89
E266 OPERATE MICROFICHE VIEWERS OR PRINTERS	88
W1104 INSPECT ITEMS IN STORAGE FOR SIGNS OF CORROSION, DECAY, OR DETERIORATION	87
W1087 CONDEMN ITEMS	86
X1208 PREPARE SF FORMS 364 (REPORT OF DISCREPANCY)	82
E279 RESEARCH IL PUBLICATIONS	82
W1085 COMPARE IDENTITY, CONDITION, OR STATUS OF PROPERTY WITH INFORMATION CONTAINED IN RECEIVING DOCUMENTS OR TAGS	80
W1124 RESEARCH ORGANIZATIONAL REFUSAL OF PROPERTY	80
W1098 IDENTIFY PROPERTY USING SUPPLY OR TECHNICAL PUBLICATIONS	77
T999 PREPARE REPORTS OF DISCREPANCY (ROD)	77
W1126 VERIFY INTERCHANGEABILITY OF ITEMS	76
W1102 INSPECT GOVERNMENT-OWNED GAS CYLINDERS	76
W1082 ASSIGN CONDITION CODES	75
Q824 LOAD Q FREEZE PRIOR TO INITIATING REVERSE POST ACTIONS	75
W1093 ENTER REINSPECTION OR CURE DATES ON SUPPLIES OR EQUIPMENT	73
W1100 INSPECT CONTAINERS OR LABELS FOR MUNITIONS, COMBUSTIBLES, OR OTHER HEALTH HAZARD ITEMS	73
E270 RESEARCH CATALOGS OR TECHNICAL PUBLICATIONS FOR ITEM IDENTIFICATION AND CLASSIFICATION	72
W1111 MONITOR ITEMS WHICH MAY HAVE MANUFACTURING DEFECTS (SUSPECT)	72
W1116 PLACE SUSPECT ITEMS IN UNSERVICEABLE CONDITION PENDING FURTHER INSPECTION	72
W1127 VERIFY ITEMS REQUIRING WARRANTY OR GUARANTEE	71
E273 RESEARCH H2 SERIES PUBLICATIONS	70
E275 RESEARCH H4 SERIES PUBLICATIONS	70
W1132 VERIFY UNIT OF ISSUE FOR SUPPLIES OR EQUIPMENT	69

TABLE A28

STORAGE AND ISSUE PERSONNEL  
GP0165

GROUP SIZE: 244	PERCENT OF SAMPLE: 7%
AVERAGE TICF: 66 MONTHS	AVERAGE TAFMS: 71 MONTHS
DAFSC: 64530: 0%	64531: 12%
64550: 2%	64551: 67%
64570: 1%	64571: 18%
	64532: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
X1196 PLACE PROPERTY IN WAREHOUSE BINS, RACKS, OR BAYS	89
X1199 PREPARE BIN LABELS	80
X1144 CORRECT BIN LABELS	78
X1168 LOCATE ITEMS TO BE ISSUED, SHIPPED, OR TRANSFERRED	75
X1183 OPERATE FORKLIFT	72
R908 PULL BENCH STOCK ISSUES	70
X1140 CONDUCT WAREHOUSE VALIDATIONS	69
X1232 SET UP BINS, RACKS, BAYS, WAREHOUSES, OR OTHER STORAGE FACILITIES	67
X1230 SELECT ITEMS TO BE ISSUED, SHIPPED, OR TRANSFERRED	67
R917 VALIDATE WAREHOUSE LOCATIONS	66
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	64
X1234 TRANSFER PROPERTY TO PICKUP AND DELIVERY UNITS	63
X1139 CONDUCT RE-WAREHOUSING	63
X1161 FILE ALL NOTICES TO STOCK AND NO WAREHOUSE LOCATIONS FOR A GIVEN PERIOD OF TIME	63
X1215 PROCESS WAREHOUSE CHANGE DOCUMENTS	62
X1167 INPUT WAREHOUSE LOCATION DATA	61
X1198 PREPARE AF FORMS 1991 (GENERAL PURPOSE CREATION)	59
W1121 PREPARE WAREHOUSE FOR INVENTORIES	59
L684 COUNT PROPERTY	57
X1192 PERFORM STOCK ROTATION TO PREVENT DETERIORATION	57
X1231 SELECT METHODS OR EQUIPMENT FOR MOVEMENT OF PROPERTY	57
R912 STORE BULK ISSUE ITEMS	57
X1159 EXAMINE PROPERTY RECEIVED FOR DAMAGE	55
X1210 PREPARE WAREHOUSE LOCATION DATA	54
X1155 EXAMINE CONTAINERS TO SEE THAT THEY ARE PROPERLY CLOSED, BANDED, OR SEALED	54
E262 MAINTAIN STOCK NUMBER DIRECTORIES	54
X1138 COMPARE PHYSICAL COUNT WITH INFORMATION CONTAINED IN RECEIVING DOCUMENTS, TAGS, LABELS, OR MARKINGS	53
X1157 EXAMINE MARKINGS ON ITEMS, CRATES, BOXES, OR PACKAGES TO SEE THAT THEY ARE ACCURATE OR LEGIBLE	52

TABLE A29

RECEIVING PERSONNEL  
GP0166

GROUP SIZE: 137	PERCENT OF SAMPLE: 4%
AVERAGE TICF: 73 MONTHS	AVERAGE TAFMS: 84 MONTHS
DAFSC: 64530: 0%	64531: 9%
64550: 2%	64551: 63%
64570: 1%	64571: 25%
	65432: 0%
	64552: 0%
	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
X1183 OPERATE FORKLIFT	87
X1205 PREPARE PROPERTY FOR IN-CHECKING	85
X1179 OFF-LOAD INCOMING PROPERTY	82
X1234 TRANSFER PROPERTY TO PICKUP AND DELIVERY UNITS	81
X1152 ENTER INFORMATION ONTO RECEIVING DOCUMENTS	77
X1159 EXAMINE PROPERTY RECEIVED FOR DAMAGE	77
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	77
X1237 VERIFY QUANTITIES RECEIVED AGAINST BILLS OF LADING, CON- TRACTS, PURCHASE REQUESTS, OR SHIPPING DOCUMENTS	75
X1228 SEGREGATE INCOMING PROPERTY PRIOR TO PROCESSING	72
X1213 PROCESS REJECTED INPUTS	61
X1217 PROVIDE SECURITY HANDLING FOR SENSITIVE OR PILFERABLE PROPERTY	61
X1166 INPUT RECEIPT FOR PROPERTY USING DATA PROCESSING EQUIPMENT, SUCH AS HAND-HELD LASER OR UTS-40 TERMINAL	59
X1231 SELECT METHODS OR EQUIPMENT FOR MOVEMENT OF PROPERTY	58
X1214 PROCESS TURN-IN DOCUMENTS	57
W1081 ACCEPT PROPERTY	55
X1137 CLEAR REJECTED INPUTS	53
X1165 INPUT RECEIPT FOR PROPERTY USING CARD READERS OR REMOTE KEYBOARD PRINTERS	51
X1216 PROVIDE SECURITY HANDLING FOR CLASSIFIED PROPERTY	51
X1181 OPERATE CONVENTIONAL VEHICLES, SUCH AS PICKUP TRUCKS, FOR PROPERTY TRANSFER	50
X1209 PREPARE TURN-IN DOCUMENTS	50
X1212 PROCESS POST-POST DOCUMENTATION	50
X1236 VERIFY GOVERNMENT BILL OF LADING	49
X1204 PREPARE POST-POST DOCUMENTATION	48
Q824 LOAD Q FREEZE PRIOR TO INITIATING REVERSE POST ACTIONS	47
L684 COUNT PROPERTY	46
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	46
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	45

TABLE A30

PICKUP AND DELIVERY PERSONNEL  
ST0229

GROUP SIZE: 164	PERCENT OF SAMPLE: 4%	
AVERAGE TICF: 57 MONTHS	AVERAGE TAFMS: 65 MONTHS	
DAFSC: 64530: 1%	64531: 11%	65432: 0%
64550: 5%	64551: 68%	64552: 0%
64570: 1%	64571: 14%	64572: 0%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
X1183 OPERATE FORKLIFT	96
X1186 OPERATE MATERIEL HANDLING EQUIPMENT, SUCH AS FORKLIFTS OR TUGS	87
X1185 OPERATE HEAVY VEHICLES, SUCH AS 1 1/2-TON TRUCKS OR 5-TON TRACTOR TRAILERS FOR PROPERTY TRANSFER	85
X1194 PLACE AND POSITION PROPERTY IN VEHICLES	80
X1181 OPERATE CONVENTIONAL VEHICLES, SUCH AS PICKUP TRUCKS, FOR PROPERTY TRANSFER	77
X1238 WASH, WAX, AND CLEAN BASE SUPPLY VEHICLES	72
X1191 PERFORM MINOR OPERATOR MAINTENANCE ON VEHICLES	64
X1190 PERFORM BASE SUPPLY ASSIGNED VEHICLE SPOT CHECKS	51
X1217 PROVIDE SECURITY HANDLING FOR SENSITIVE OR PILFERABLE PROPERTY	51
X1216 PROVIDE SECURITY HANDLING FOR CLASSIFIED PROPERTY	44
X1231 SELECT METHODS OR EQUIPMENT FOR MOVEMENT OF PROPERTY	41
A27 PARTICIPATE IN STAFF MEETINGS, COUNCIL MEETINGS, BRIEFINGS, CONFERENCES, OR WORKSHOPS	39
X1158 EXAMINE OUTGOING PROPERTY FOR DAMAGE	37
B70 DIRECT PICKUP AND DELIVERY FUNCTIONS	37
X1162 GROUP PROPERTY ITEMS TO BE DELIVERED OR RECEIVED BY DESTINATION OR PRIORITY	34
X1188 OPERATE RADIO CONTROL DISPATCHES	34
A6 DETERMINE WORK PRIORITIES	33
N736 MAINTAIN DELIVERY DESTINATION LISTINGS	32
X1172 MAINTAIN MASTER DELIVERY DESTINATION LISTINGS	31
C166 REVIEW DELINQUENT DOCUMENT LISTINGS	31
X1176 MONITOR BASE SUPPLY ASSIGNED VEHICLES	30

TABLE A31

COMPUTER SYSTEMS OPERATIONS PERSONNEL  
ST0301

GROUP SIZE: 143	PERCENT OF SAMPLE: 4%
AVERAGE T1CF: 73 MONTHS	AVERAGE TAFMS: 126 MONTHS
DAFSC: 64530: 0%	64531: 0%
64550: 2%	64551: *
64570: 0%	64571: 0%
	65432: 6%
	64552: 57%
	64572: 34%

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
I490 LOAD FORMS IN PRINTERS	96
I472 INITIALIZE OR REINITIALIZE REMOTES	93
I509 OPERATE REMOTE PROCESSING STATION (RPS)	91
I498 MAINTAIN STANDARDS OF GOOD HOUSEKEEPING	90
I491 LOAD READER INPUTS	90
I593 TURN RPS ON OR OFF	87
I516 PERFORM MINOR OPERATOR MAINTENANCE ON PERIPHERALS	87
I487 LOAD CARDS IN CARD PUNCHES	87
I464 IMPLEMENT CONVERSATIONAL TIME SHARING (CTS)	86
I565 REMOVE COMPUTER IN-LINE OUTPUTS FROM PRINTERS	86
I450 DOWNLOAD THE HAND-HELD TERMINAL (HHT) TO S1100/60	86
I558 PROCESS TWILIGHT MODE PROGRAMS	84
I548 PROCESS DAY CARD	84
I517 PERFORM MINOR OPERATOR MAINTENANCE ON RPS EQUIPMENT	84
I549 PROCESS END OF NIGHT (EON) ACTIONS	83
I434 CORRECT PERIPHERAL MALFUNCTIONS	83
I522 PERFORM RECOVERY PROCEDURES	83
I553 PROCESS RELEVELING FOLLOW-UP	83
I406 ANALYZE PROGRAM SELECT CARDS	83
I411 ANALYZE RPS CONSOLE TYPEOUTS	82
I554 PROCESS REPORTS MODE PROGRAMS	81
I461 IMPLEMENT @SYM STATEMENTS	81
I507 OPERATE LOGMARS EQUIPMENT	80
I470 IMPLEMENT SYSTEM CONTROL KEY-INS (CONS)	80
I559 PROCESS UTILITY MODE PROGRAMS	80
I431 CORRECT COMPUTER OPERATIONS-ORIENTED REJECTS	80
I501 MONITOR PERIPHERALS	79
I550 PROCESS FILE STATUS FOLLOW-UP	78
I494 MAINTAIN COMPUTER ROOM DIARIES OR LOGS	78
I589 REVIEW RPS CONSOLE TYPEOUTS	78
I591 TERMINATE IN-LINE MODE PROCESSING AND REPORTS MODE	78

\* Less than 1 percent



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